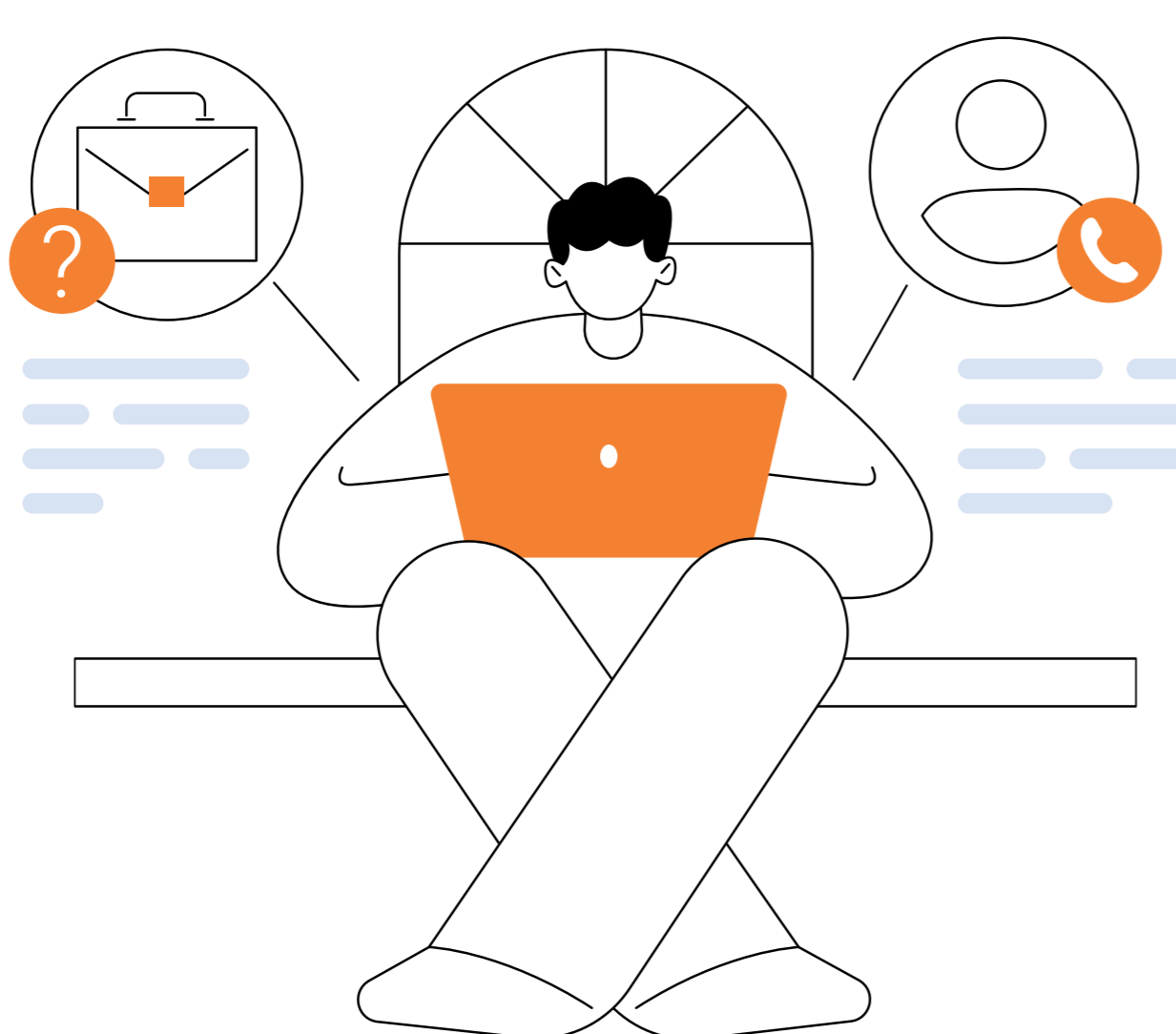


What are Use cases of RPA in HR?

Right from onboarding employees to employees exit management, HR department plays a crucial role in any organization. Any flaw or error in the HR process leads to a lot of challenges and consequence that can impact employee experience and organisation growth.

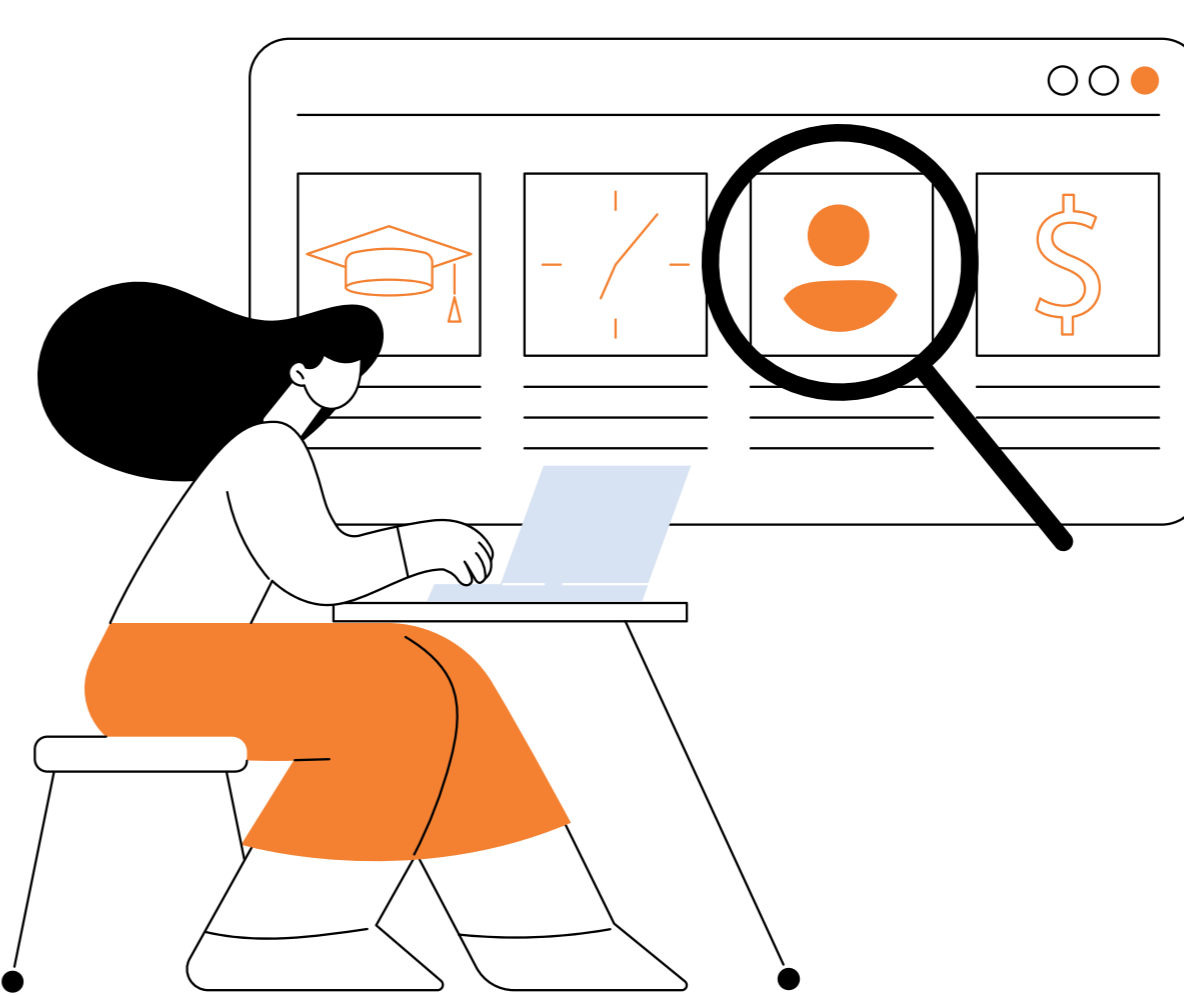
What do the Stats Say?

More than **50%** of HR department's time is spent on processing employee information.



On average, HR specialists spend **40%** of their time on administrative work, both re-entering data from one system to another and on other tasks.

23% of organizations still rely on paper-based HR administration.



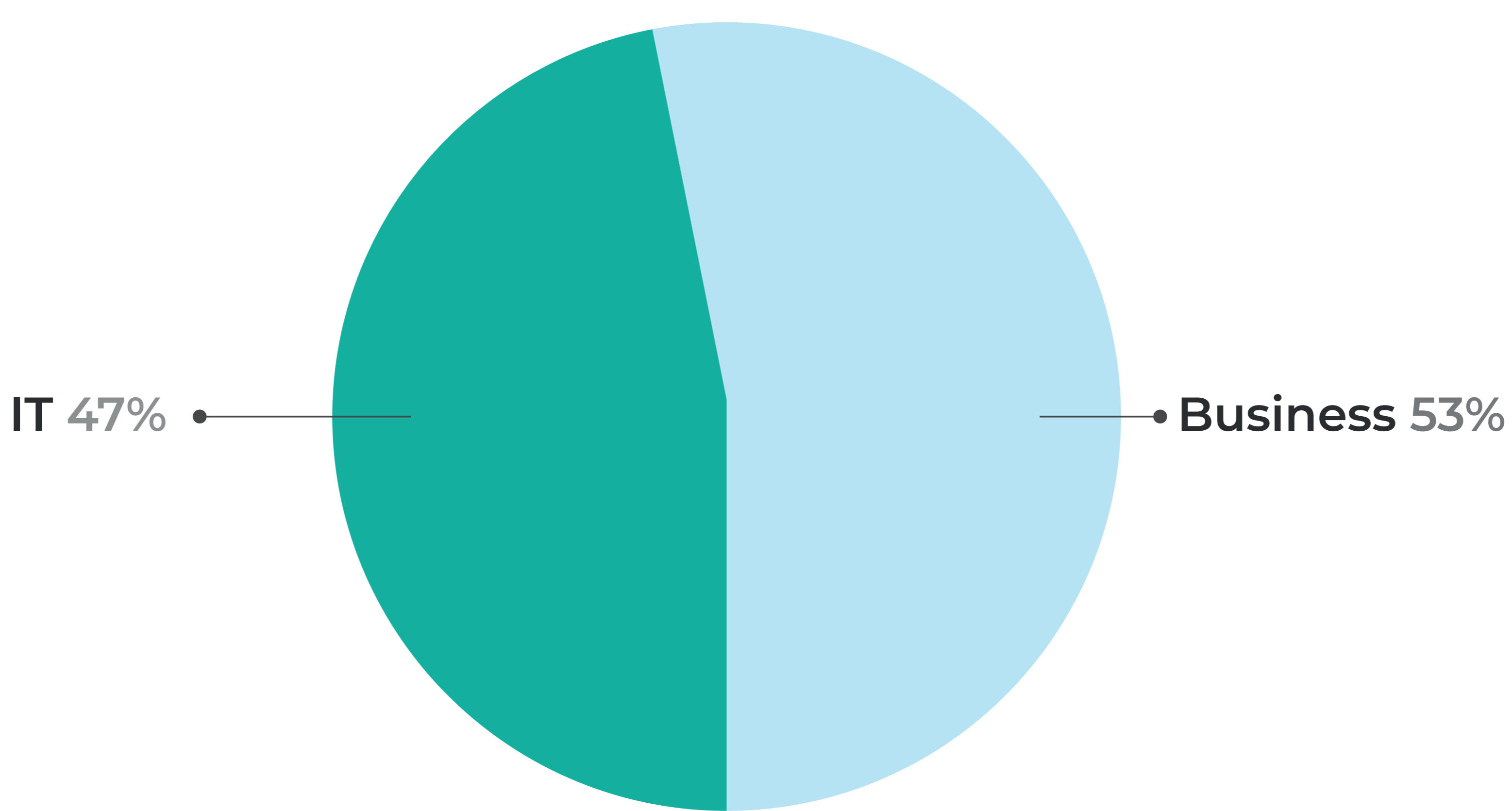
Problem with Non-Automated HR System

- Shortage of analytics and critical data
- Lack of dependable workflow and processes
- Poor communication within the department & company
- Incapability to plan workforce necessities
- Repetitive tasks

How can RPA Enhance Operational Efficiency for HR?:

The HR team faces numerous daily administrative and operational responsibilities that are suitable for automation. By delegating routine tasks to RPA bots, the human resources department can unlock significant time and resources to address other facets of the company. This shift allows them to enhance productivity by utilizing in-person interactions with employees during office hours, focusing on resolving diverse issues.

Who Builds Automation in HR



Top RPA Use Cases in HR

- Employee Onboarding**
 Use RPA to expedite the onboarding process by automatically- generating & sending offer letters, setting up new employee accounts, and initiating background checks.
- Recruitment and Hiring**
 Schedule job interviews and draft messages to new employees with ready automation workflow and simplify hiring and recruitment process.
- Payroll Management**
 Get accurate calculation of salaries, taxes, and detection autonomously with RPA bots and reduce the countless working hour spent on payroll management.
- Performance Management**
 Schedule and manage performance reviews by sending reminders to employees and managers, collecting feedback, and consolidating performance data using RPA bots.
- Leave and Attendance Management**
 Manage employee leave requests by verifying available leave balances, cross-referencing them with the company's leave policy, using RPA not in conjunction with HR system.
- Employee Data Management**
 Use intelligent document processing solution integrated with RPA to handle data extraction from multiple systems and reduce the chances of data entry errors in employee record.
- Compliance and Reporting**
 Automatically track and monitor changes in labor laws, generate compliance reports, and notify relevant stakeholders about necessary actions using RPA in HR processes.
- Employee Offboarding**
 Leverage RPA bot to generate exit documents, conducting exit surveys, notifying the right people, collecting company assets, and processing final payments.