

Employee Self Service

Comprehensive Employee Self Service with Moxiego: Empower employees to access information, update profiles, request leaves, and manage personal data independently for enhanced engagement, reduced HR workload, and seamless workforce empowerment.

BENEFITS

- Provide employees with secure access to personal information, payslips, tax documents, and company policies in one centralized platform, ensuring easy access, transparency, and a single source of truth for streamlined self-service operations.
- Streamline leave requests, timesheet submissions, and document requests with automated workflows, real-time approvals, and instant notifications, creating a seamless experience for employees while reducing manual administrative tasks for HR teams.
- Improve workforce satisfaction by enabling self-service access to information, empowering employees to manage their own data, and providing instant responses to queries, fostering independence and reducing dependency on HR support.
- Foster efficient communication and collaboration with role-based access to personal data, benefits information, and organizational resources, promoting transparency and accountability across departments and improving overall employee experience.
- Maintain compliance with data protection regulations by allowing employees to update their own information, reducing errors from manual data entry, and ensuring accurate records while minimizing the risk of penalties.

THE INDUSTRY CHALLENGE

Managing employee requests and information updates is increasingly challenging for organizations, with manual processes, delayed responses, and limited employee access to personal data leading to inefficiencies, frustration, and decreased employee satisfaction. These issues burden HR teams and make workforce management difficult.

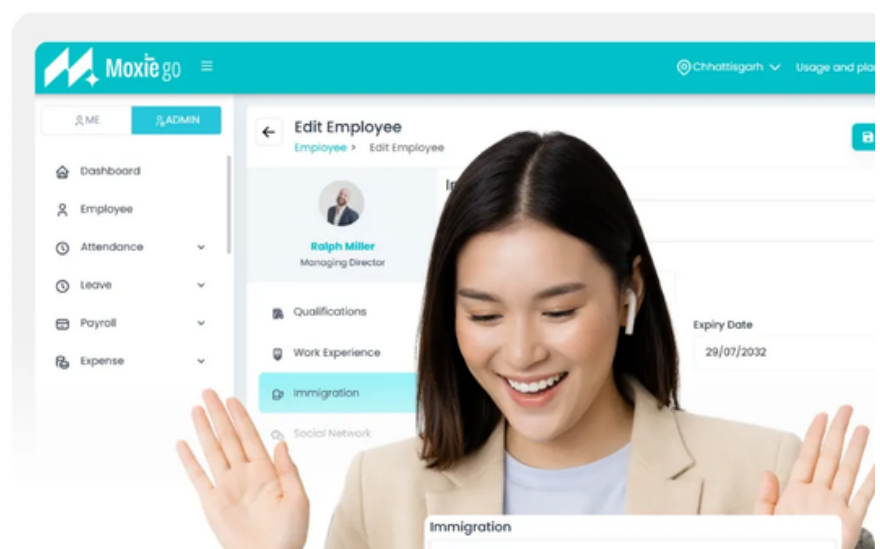
Organizations require centralized, automated self-service solutions to streamline employee interactions, ensuring efficiency, transparency, and empowerment while reducing administrative burdens and enhancing employee engagement.

MOXIEGO SOLUTION

[Streamlining employee interactions for efficient workforce empowerment.](#)

Moxiego Employee Self Service Solution centralizes and automates employee-facing processes, streamlining information access from personal data to leave management. With secure data access, role-based permissions, and seamless integration, it ensures efficiency, accuracy, and transparency. Intuitive interfaces and customizable workflows empower employees to manage their own needs, fostering workforce independence and organizational efficiency.

Designed for scalability and flexibility, Moxiego provides an intuitive interface to access personal information, submit requests, and manage benefits effectively. Its automation capabilities reduce administrative workload, enhance employee satisfaction, and enable organizations to focus on strategic priorities.



Manage your information effortlessly in just a few clicks.

Empowering employees with instant access while simplifying HR processes across your organization.

KEY FEATURES

1. Personal Information Management

- Maintain secure access to personal data, allowing employees to view and update contact details anytime.
- Track employment history, job details, and organizational structure with detailed profile insights.
- Ensure data accuracy through employee-initiated updates and automated validation workflows.
- Access digital copies of employment documents, contracts, and certifications instantly.

2. Leave and Attendance Management

- Streamline leave requests with automated workflows, balance tracking, and instant approval notifications.
- Provide a seamless experience to view leave history, accruals, and upcoming holidays.
- Automate attendance tracking with timesheet submissions, approvals, and discrepancy alerts.
- Maintain compliance with leave policies through automated validations and real-time task completion tracking.

3. Payroll and Benefits Access

- Access payslips, tax documents, and compensation details securely with downloadable formats.
- View benefits enrollment status, coverage details, and claims tracking in real-time.
- Enable investment declarations and tax-saving options with guided workflows and calculators.
- Integrate compensation statements showing total rewards including salary, bonuses, and benefits value.

4. Role-Based Access and Security

- Grant secure, role-based access to personal employee data, ensuring privacy and accountability.
- Protect critical HR information with advanced encryption and multi-level authentication features.
- Customize access levels for employees and managers based on organizational data sensitivity needs.
- Monitor data access logs to maintain security compliance and detect unauthorized activities.

5. Request Management and Communication

- Generate and track various requests including certificates, reimbursements, and IT support tickets.
- Create customizable request forms to provide streamlined workflows for employee services.
- Use real-time notifications to keep employees informed about request status and approvals.
- Export request history and documentation for seamless record-keeping and compliance audits.

“Experience a contextually intelligent, user-centric self-service solution-effortlessly managing personal information with automation, precision, and compliance, empowering your workforce and streamlining operations for unmatched efficiency.”



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