



 Meshillogic  
SOFTWARE



 **HREAZY**  
HR Management System





Established in 2001 at Kinfra Techno Industrial Park, Kerala, India, has been a forerunner with its quality applications in Education, Industry and Management domains. MeshiLogic HREazy, is web based Human Resource Management System integrated with Financial Accounts. HREazy is a comprehensive, cost-effective HR solution for small-to large-sized businesses. It offers you a rich array of modules to suit your requirements—and your budget.



# HREAZY

## HR Management System

### Modules at a glance:

Graphical Organization Structure; Recruitment & Applicant Tracking Module; Personal Information Management (PIM) Module; Time, Attendance, Time sheet & Shift Management Module; Ticket Management Module; Leave, Holiday & vacation Management Module; End of Service & Benefit Module; Payroll Module; Non-Payroll Module; Project Management Module; Performance Evaluation Module; Training Module; Communication Setup Module; Reporting Module – All are integrated, Interlinked and Online

### General Features

Specially designed for Middle East environment; Ideal for organizations with multiple branches and remote project locations; Toggling language mode between Arabic and English makes it friendly with every users; Transactions and calculations possible in Hijri and Gregorian calendar; Employee portal and Employee Self Service makes the system more interactive; Configurable workflow & approval hierarchy system based on organization structure; Chart and Dashboard for users; Elegant Report format with export features to different formats; User access control & privilege based on enhanced security module

#### HIGHLY CUSTOMIZABLE

HR Easy is highly customizable to the organization's needs.

#### 24X7 SUPPORT

MeshiLogic provides 24x7 international support



## Recruitment/ Applicant Tracking Module

A comprehensive solution for the entire recruitment processes. The module allows HR professionals to streamline the entire applicant tracking process effectively. Applicant registration and portal for view the status of interview and for posting any other Vacancies. Applicants database generation and data processing for short listing and Interview scheduling. selection process with approval hierarchy. Intimation process

## Employee Information System

PIM module helps you develop a centralized employee database with ease. Enjoy fast, efficient access to your information through selection and filter criteria you create. Complete Personal Information with profile picture and immigration details. Job Information and hierarchical position on the organization chart. Details of qualification, skills, experience, license, training undergone etc; Employee vehicles and other amenities details – Service history and promotions; numerous queries and reports on employee. Hierarchy bounded process workflow on appointment, promotion, termination and approval of resignation. Generate custom personnel and employment reports

The screenshot displays the HRMS interface for a user named JAMSHEED RAHMAN M.P. The interface includes a navigation menu on the left with options like 'View Profile', 'Edit/Manage Profiles', 'Upload Photo', 'Applied Jobs', 'Settings', and 'Change Password'. The main content area is titled 'Personal Information' and contains the following fields:

- Applicant Name: JAMSHEED RAHMAN M.P.
- In Arabic: جاسم
- Surname: [Empty]
- In Arabic: [Empty]
- Gender:  Male  Female
- Registered Date: 11/03/2013 14:43:00
- Religion: Islam
- Marital Status: Single
- Nationality Group: Non Saudi
- Nationality: India
- Date of Birth: 20/09/1988
- Place Of Birth: Area code
- Hijri: 09/02/1409
- Passport Expiry Date: [Empty]
- Passport Number: [Empty]
- Hijri: dd/mm/yyyy

Below the form, there is a 'Licence Details' section with a table:

License Type	License No.	Issue Date	Issue From	Authority	Expiry Date
No License to display.					
+ Add Licence					

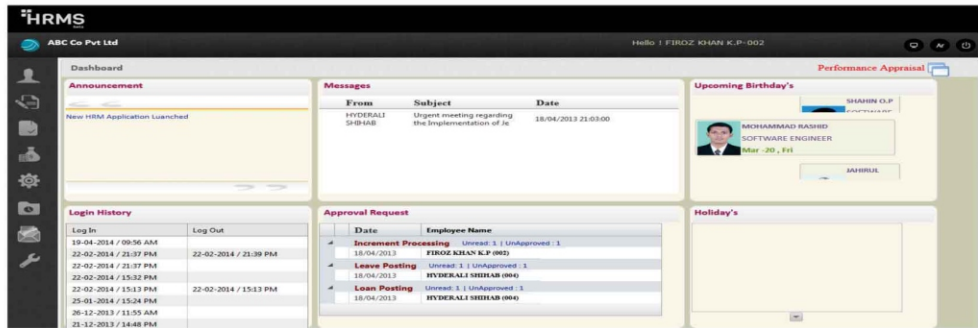
## Training Module

This module enables the management to create and manage employee training courses. When you need to centrally manage, plan or staff a training program, the Training module keeps your program and employee progress on track.

# PORTALS

## Employee login

A dash board for entire control; A place for the Online approval of requests; View details of every employees , View status of ongoing tasks, Post Memos and general announcement. Arrange / deploy employees /staff in the project tasks.



# HREAZY

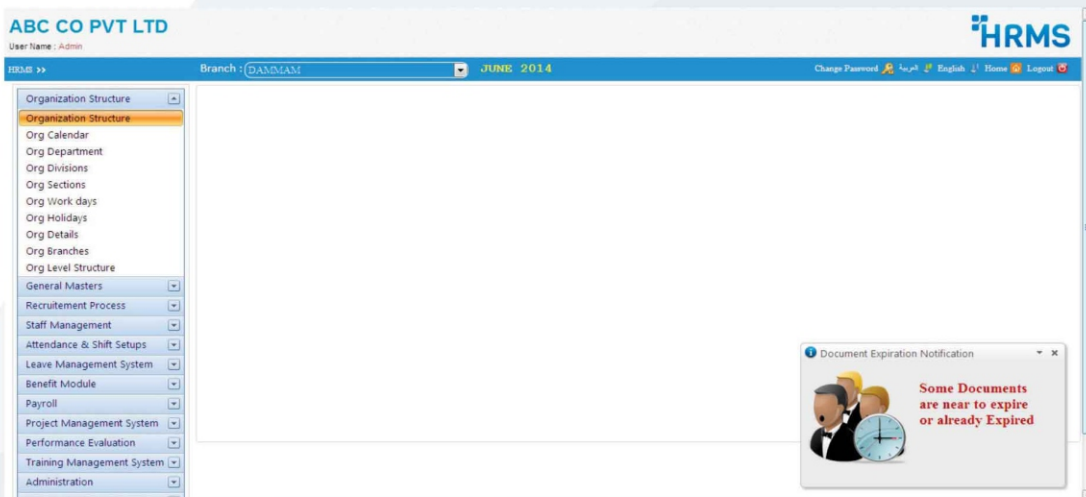
## HR Management System

## Applicant login

A most useful module appreciated by the applicant. Provide registration, upload profile and submit application for job position. View interview status. Modify profile. Know about the vacancies and offers Submit application for new jobs

## Administrator login

A comprehensive solution for the entire HR processes and Security issues are taken care of through this module as well by defining user rights and permissions.



## Project , Attendance and Time sheet

Track efficiently and make strategic decisions based on accurately reported data from Time and Attendance management module. Capture and manipulate time sheet and attendance data from different locations, save valuable HR time and eliminate delays in understanding employee attendance trends. Key features of this module are

- Facility to create projects, milestones and tasks.
- Assign Employee team to different tasks
- Capture attendance entered manually or through upload of information from a biometric device
- Track time information for individuals, defined projects or tasks
- Cost center based attendance (optional)
- View detailed attendance and timesheet data
- Link to payroll and centralized control over attendance roll

## Leave Application / Holiday Management / Vacation Management

A comprehensive holiday management module, with extensive possibilities of defining leave types and more. It enables staff holiday requests & approval processing online. Thanks to the web-enabled and self-service concepts, it significantly streamlines all leave related procedures, eliminates paperwork and saves costs.

Employee leave entitlement groups Leave approval and cancellation process. Yearly leave and vacation scheduling- Leave Encasement (optional). Leave-in-Lieu . Leave/ rejoin reports and history. Employee leave balance query. Special Grant of leave; Policy settings to suffix or prefix holidays with leave. Ticket routes and allotment policy..

## Payroll and non-payroll

Provision to prepare / renew employee salary package including pay grade, increment, vacation salary, medical leave salary etc. Provision to define allowances and deductions (fixed and variable). Non Payroll Allowance Setup and process

GOSI deduction customized to company policy Pre defined process for automatic calculation of allowances and deductions, EOSA Salary, GOSI Salary etc. Settings for overtime allowances as per company policy Define and set allowances and deductions

Automatic Generation of salary slip of employees based on organization calendar (Gregorian or in Hijiri calendar).Integrated with attendance system, vacation module, Financial Accounts etc. generate Bank Pay Sheet

Loan management module to approve and issue loan, control loan repayment /salary deduction process ;Loan adjustment; Loan history and Balance query



## Employee Performance Evaluation

The evaluation of employee performance is a critical function of your HR department. This module helps you to create custom performance evaluations and self-scaling employee assessments and the power to formulate and follow-through on effective employee evaluation. The features available are

- Configurable workflows and evaluation levels
- Facility to assign multiple reviewers.
- Create custom objectives or goals and assign them to individual employees or all employees. Custom questions can be added to review forms
- An employee can be reviewed by different reviewers on different competencies



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## Employee Self Service

Employee self service is a powerful tool providing employees of the company with the ability to view relevant information such as personal information' updating personal information with web – enabled PC without having to hassle the HR staff. The functionality of this module spans through the entire system, making the information available 'anywhere anytime'. Of course all information is subject to company defined 'security policy' where everyone can only view the information he / she is authorized to. This module helps to save time and cost .

Get the advantage of technology to streamline your work flow in a single online software HR easy- makes life easy.

## Administration & User Roles

The Administration module is the central control module of the system for HR administrators. The module is packed with tools to control the entire HR system. Facilities available are:

- Create master data sets
- Identify and create company structure
- Define User roles by location, country, region
- Manage password configuration
- Administer E-mail subscription settings
- Use event notification for professional deadlines and personal events
- Publish news, announcements and HR policies

## Other products

- Online Campus ( School Automation)
- Bookmagic Library Automation
- Digital Library
- Total Campus Solution ( College Automation)
- Web OPAC
- Multimedia Class Room Management
- Digital Language Lab
- Interactive Touchscreen Whiteboard



# HREAZY

## HR Management System

## Other Services

- Point of Sale (POS) System
- Professional & Dynamic web design
- iPhone, Android & Windows App development
- Virtual Tour Development
- Attendance & Security Systems
- Intelligent Locks for Hotels
- Napkin Incinerator
- Project Progress Analysis



### Testimonial

“The responsiveness and agility with which Meshillogic team works is great. I have been impressed by their response times & willingness to understand customer's requirements.”

Mohsen S Bazaham, Jeddah



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 **USA**

1129, Hawthorne Lane  
ELK Grove Village, IL 60007  
United States of America (USA)

Email: nishaj@meshilogic.com  
Tel : +1 847 2542729

 **KUWAIT AND ROW**

P.O.Box: 46293 Fahaheel,  
64013 ,Kuwait

Email : ayoob@meshilogic.com  
Mob : +965 9750 1787, +965 6990 5419  
Tel : +965 23919251  
Fax : +965 23919513

 **KSA**

Torayya Bulding  
Jalawiya District  
Dammam Saudi Arabia


Email : ksa@meshilogic.com  
Tel : +9661 3844 6759  
Mob : +966 5000 11062 , +966 55300 8502

 **INDIA**

# 210, Kinfra Techno-Industrial Park  
PIN: 673634, Kerala, India

Email : mail@meshilogic.com  
Tel : +91 494 2405650, +91 9447187400  
Fax : +965 23919513

 /Meshilogicsoftware

 /Company/Meshilogic

 -Mail@meshilogic.com



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