Employee Self-Service

- ✓ Simple
- ✓ Economical
- ✓ Fast
- ✓ Enhance personnel efficiency

More Productivity With Lower Cost

The Innovation of Human Resources Management

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Telephone	02-402-6560, 081-359-7687
Business Hours	Monday – Friday, from 08:30 -17:45
Major Shareholder	100% owned by Prosoft HCM's Board of Directors and Personnel
Registered Date	19 February 2014
Registered Capital	4,000,000 Baht
Industry	Enterprise Software development and distribution
Vision	"Good to Great Company, to advance to global brand"
Mission	"For superior work life"

Employee Self-Service (ESS)

Employee Self-Service (ESS) is user-friendly and accessible via any online browsers. Built for optimization in management and administration to support HRMI operations in Real Time.

- ✅ Easy, handy, speedy and enhances personnel efficiency

- ✅ Employee's Personal Profile Management

- ✅ Out-of-the-box simplicity for request approvals such as leave, overtime, time record exception or time record revision

- ✅ Quick and accessible inspection of pay slip

- ✅ Instantaneous request approvals

- ✅ Accurate examination of time attendance statistics

Employees

- instantaneous modification to personal information or requests leave approval, overtime approval, revision time record approval, time record approval, time record exception approval via internet browsers

- Offers time attendance statistics examinations

- Pay slip and tax inspections

Directors

- Ability to inspect or consider variety of different request

- Capable of time attendance documents and statistics previews

- Approval authorization can be alternated to anyone at certain times
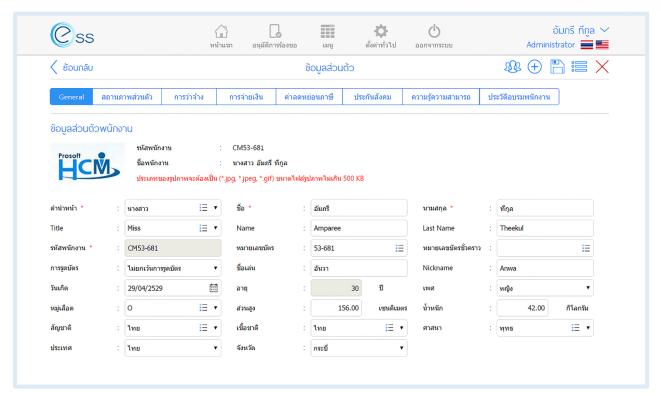
Human Resources

- Optimizes data management since human resources plays little to no role in employee's personal information examinations

- Attach application links to any websites providing outsider's ability to apply. This allows human resources to receive
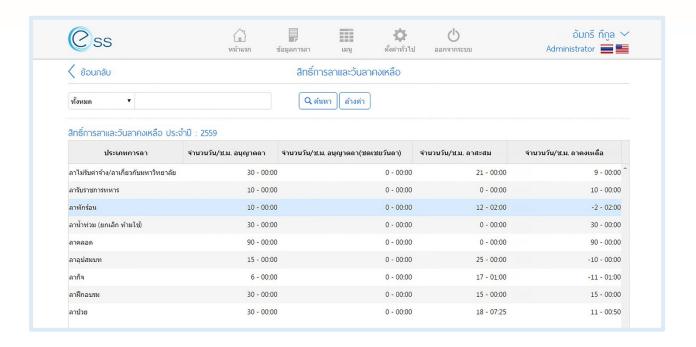
Personnel

✓ Full access and control to most role or permission related information such as personal information, personal status, employment, tax reduction, health, family, education and occupations
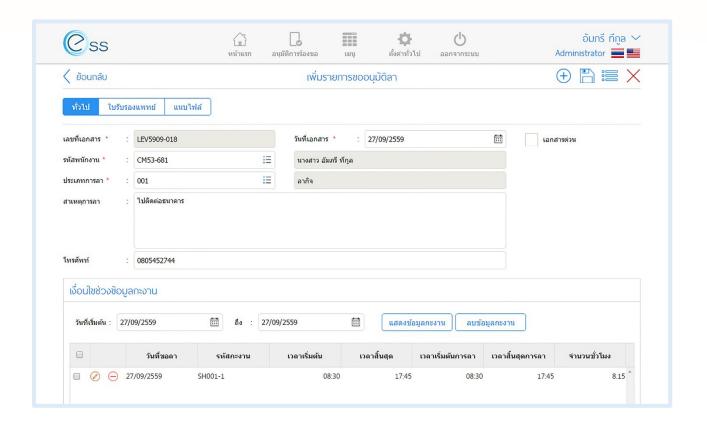
Time Attendance

- Requestable time record exceptions when employees are unable to manually record time

- Time attendance data such as regular time attendance, overtime time record, time record errors, leaving early, arriving late or absence information are examinable

- Inspection of leave information such as available leave days, available compensate leave days and accumulated leave days for both previous and current years

- Inspect work schedule and schedule data observations restricted by permissions such as leave requests, overtime requests, shift trade and employees shift change.

- Monthly shift summary, Monthly shift change summary, Monthly shift trade summary reports

- Comprehensible work summary report that shows employee work attendances

- Productivity graphs of the following category: employees, department, employee's department and other department comparability graph

Approve Center

- Requests such as leave request, overtime request, group overtime request, and time record revision request which are instantly informed to approvers via emails

- Contains director's screen displaying requests directors are authorized to approve. Once evaluated, the system will send emails with results

- Calculate remaining leave days on current period, displays warning message when employees leave more than he/she is permitted

- Overtime request validation on requested date and duration possibility. It supports overtime request on holidays and before, after or between working hours.

Organization

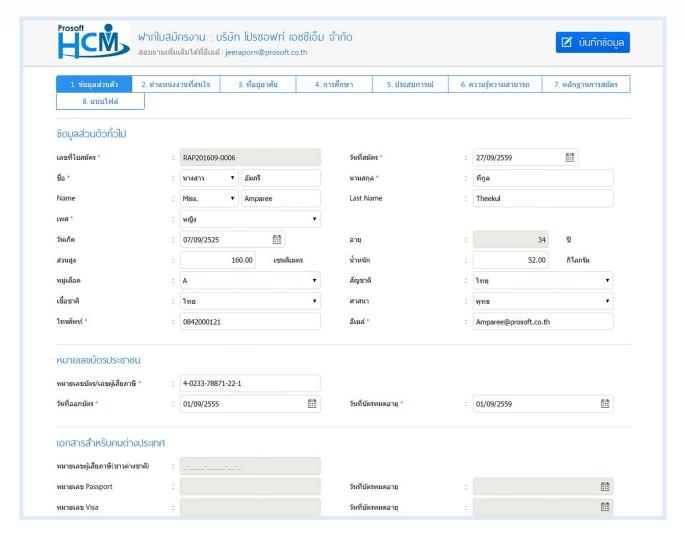✔ Ability to alternate between chart and list view of Organizational Structure, Position Structure and Employee Structure. Full screen display is recommended for better visual

✔ Multiple branches entries

Recruitment

Prosoft HCM — ฝากใบสมัครงาน : บริษัท โปรซอฟท์ เอชซีเอ็ม จำกัด
สอบถามเพิ่มเติมได้ที่อีเมล์ : jeeraporn@prosoft.co.th   บันทึกข้อมูล

| 1. ข้อมูลส่วนตัว | 2. ตำแหน่งงานที่สนใจ | 3. ที่อยู่อาศัย | 4. การศึกษา | 5. ประสบการณ์ | 6. ความรู้ความสามารถ | 7. หลักฐานการสมัคร |
| 8. แนบไฟล์ |

ข้อมูลส่วนตัวทั่วไป

เลขที่ใบสมัคร *	: RAP201609-0006	วันที่สมัคร *	: 27/09/2559
ชื่อ *	: นางสาว ▼ อัมภรี	นามสกุล *	: ทีกูล
Name	: Miss. ▼ Amparee	Last Name	: Theekul
เพศ *	: หญิง ▼		
วันเกิด	: 07/09/2525	อายุ	: 34 ปี
ส่วนสูง	: 160.00 เซนติเมตร	น้ำหนัก	: 52.00 กิโลกรัม
หมู่เลือด	: A ▼	สัญชาติ	: ไทย ▼
เชื้อชาติ	: ไทย ▼	ศาสนา	: พุทธ ▼
โทรศัพท์ *	: 0842000121	อีเมล์ *	: Amparee@prosoft.co.th

หมายเลขบัตรประชาชน

หมายเลขบัตร/เลขผู้เสียภาษี *	: 4-0233-78871-22-1		
วันที่ออกบัตร *	: 01/09/2555	วันที่บัตรหมดอายุ *	: 01/09/2559

เอกสารสำหรับคนต่างประเทศ

หมายเลขผู้เสียภาษี(ชาวต่างชาติ)	: _-____-_____-__-_		
หมายเลข Passport	:	วันที่บัตรหมดอายุ	:
หมายเลข Visa	:	วันที่บัตรหมดอายุ	:

✓ Applicants can identify desired position and salary. Job application links attachments to websites to allow outside appliance.

✓ Applicants can save his/her profile and position applied in addition to personal information such as talents, training history and educational backgrounds etc.

Other

- ✅ Accessible via any browser, on any device

- ✅ User's accessibilities roles and permissions

- ✅ Bilingual support (Thai and English)

- ✅ Adjustable notification email templates for parties involved

- ✅ Offers search features which are sortable and adjustable for narrow and fast the search process

- ✅ ESS shares HRMI user data and authenticates user inputs and alerts on password inaccuracy

- ✅ "Forget Password" button to request new password through private email

- ✅ Username and password alteration

Server

- ✓ Windows Server 2008 R2 or higher
- ✓ Microsoft .NET Framework 4.5
- ✓ IIS (Internet Information Service) 7.0 or higher
- ✓ Microsoft Report Viewer Redistributable 2008
- ✓ ASP.NET MVC 4
- ✓ Microsoft SQL Server 2008R2 higher
- ✓ Organization's network connection / Internet access with minimum of 1 Mbps (must use Fixed IP when connected via internet)

Client

- ✓ Google Chrome
- ✓ Internet Explorer 11 or higher