Building Your Ideal HR Tech Stack in 2021

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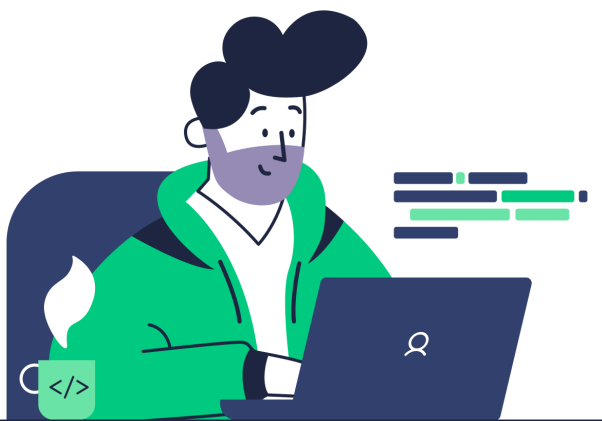This ebook will help you to determine the right tools to build an effective HR tech stack for your HR team

HR is a core strategic function in an organization that has to work in sync with larger business goals. This means that HR teams cannot afford to work with legacy systems to handle the complex tasks of hiring and managing a large blue-collar workforce.

4 out of 5 HR professionals stated that having a strong HR tech stack is among their top 10 priorities this year.

(*HR Research Institute 2020)

Some of the reasons why businesses are starting to switch to digital solutions to help with their HR processes:

- An overall shift towards digital transformation in the wider organization
- Increased efficiency in day-to-day HR processes
- Automated workflows reduce the likelihood of errors in the overall HR process
- Access to real-time data for better decision making
- Increased transparency to build trust with employees and candidates

However, understanding the differences between each software and deciding on the right solution can be a confusing process, especially as there is an increasing amount of new software solutions in the market.

What is an HR Tech Stack?

Data from the hr.research institute stated that 63% of HR professionals agree that an HR Tech Stack helps them achieve greater efficiency and productivity.

Furthermore, 57% of respondents stated that an HR tech stack has helped to increase employee satisfaction levels, therefore improving workforce retention.

A Human Resource Tech Stack is a combination of various software solutions that automate and simplify the typical HR processes, from handling recruiting, benefits administration, workforce management through to payroll.

To start with building your HR tech stack, you should first evaluate your HR processes and understand the areas that need improvement.

Discuss with management on the key challenges to tackle in 2021 and evaluate which processes currently take up a lot of your team's time.

This analysis will help to frame which solutions are important to include in your ideal HR tech stack.

Building your HR Tech Stack:
Key Categories

1 # Recruitment

56% of organizations believe that recruitment tools help increase the time it takes to fill workforce gaps. Finding the right technology to help with recruitment is the first step to unlocking better productivity.

Online Job Boards

The first component to a Recruitment HR tech stack is the use of online job boards. While traditionally it is used more for hiring white-collar employees, there are a couple of online job boards that cater to finding blue-collar workers today.

Applicant Tracking Software

With applicant tracking software, the recruitment process gets automated, and therefore, repeatable and scalable.

If there is further need for candidates with similar profiles, the system can search through the database, and come up with appropriate candidates. By taking these routine and time-consuming tasks off the hands of HR managers, the software frees up their time for candidate evaluation, especially of their soft skills.

Worker Network

Workmate uses artificial intelligence to deliver data-driven recruitment.

The talent pool in our integrated system is pre-vetted through extensive analyses of past performance data. Our algorithm sifts through 50 data points to select the most qualified candidates who match the job criteria.

For an HR manager, this means that the entire process can be finished in a matter of hours.

Benefits of Recruitment Tools

- **Improve the quality of applicants and hired workers**
- **Efficient recruitment processes that require fewer team resources**
- **Speed up the recruitment process with automation**
- **Applicant database is stored securely for future reference**

2 HRIS

Human Resource Information System (HRIS) can be defined as software or online solutions that function as data entry and management of all HR operations in a company.

Once employees are in the system, organizations have to maintain their records, manage benefits, and periodically conduct performance appraisals.

Employee Data Records

With HRIS, databases of employee information and records can be accessed via the cloud or servers specifically designed for companies so that operational management becomes efficient. This also ensures higher digital security of all employee records.

Benefits Administration

Managing employee benefits can be a complex and time-consuming process. With benefits administration software, HR and employees will get visibility regarding benefits and time off. Employees to enroll in various benefits plans easily, while giving HR full visibility on claims.

Performance Appraisal

Performance appraisal is another crucial part of HR, the one that it is most often known for. HRMS software makes this process methodical, and easy to roll out. It gives managers tools to expedite and manage the process from end-to-end. Managers or Supervisors can record metrics and targets per division so that visibility on worker performance becomes clearer.

Benefits of HRIS

- **Employee data can be quickly retrieved by HR managers**
- **Employee records are stored securely**
- **Efficient and secure process for performance appraisal**
- **A transparent and compliant process for benefits, leave, and claim approvals**
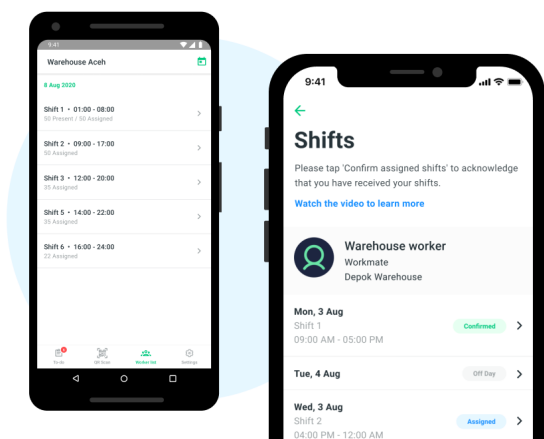
3 Workforce Management

All organizations want to increase their productivity and optimize their resource allocation. A workforce management software is the ideal tool to manage a large workforce, as it automatically creates and communicates shift schedules, manages attendance, and monitors performance analytics.

Especially in blue-collar industries where productivity depends on workers showing up to the right shifts and companies pay workers by the hour, workforce management software can automate overtime tracking and employee scheduling. What used to be a cumbersome administrative task gets automated with a workforce management platform like Workmate.

Shift Scheduling

With smart scheduling, blue-collar organizations can increase shift attendance and improve the overall workforce productivity.

Whether there are a thousand shifts with a hundred workers spread over ten locations, managers will be able to manage it through a single dashboard. Workmate will auto-assign shifts and prompt employees to confirm, leading to higher fulfillment rates. Managers will be able to monitor any changes in their Worker and Supervisor app.

Attendance Management

Workforce Management software provides businesses with full visibility on worker attendances with the use of a secure QR attendance system in Worker and Supervisor apps.

The use of QR clock-in allows for more accurate attendance data collection and minimizes errors in attendance data. This saves HR managers days of reconciliation time, as they can now approve hundreds of timesheets in just one click.

For workers, this means payments can be made on time and in the correct amount, which promotes job satisfaction and reduces the overall churn rate.
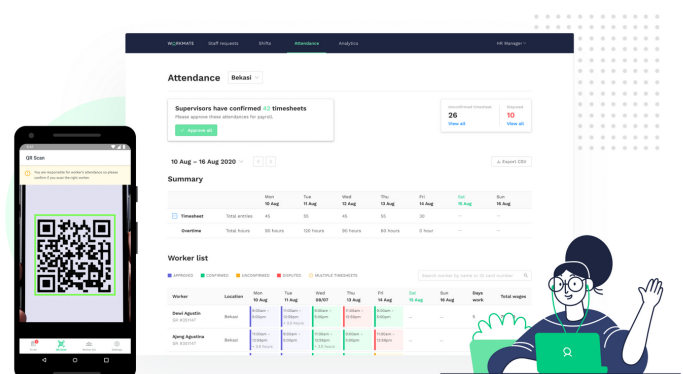
Worker Communications

Workforce Management software also makes communicating with your on-ground workers and supervisors easier. Whether you are coordinating shifts, settling timesheet disputes, or broadcasting key updates to your workforce- you can leverage an integrated system to ensure that everybody is on the same page.
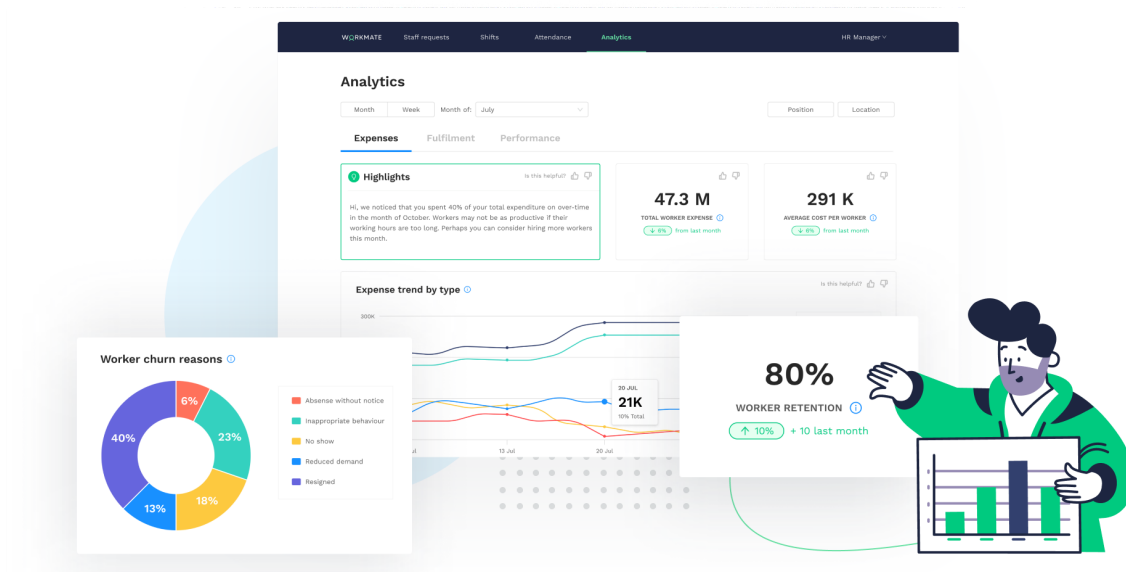
Workforce Analytics

Another key component of Workforce Management software is real-time data analytics on your workforce.

Workmate gives HR managers access to actionable insights about workforce performance, fulfillment, and analytics, in order to help them make better decisions to optimize the overall productivity of the business.

- Monitor workforce performance data

Check worker satisfaction, retention, and duration of employment in real-time. Compare locations to identify problematic areas- fast, and know what actions to take to improve worker satisfaction. Track how many workers started their shifts late, or worked overtime and identify top performers in your workforce without needing to compile data from various sources.

- View fulfillment rate in real-time

View fulfillment rates without having to wait for reports from your Operations team. Monitor employment and shift attendance rates so you can be confident that no quotas were missed. You can also track workforce overtime trends to evaluate if you need to adjust your workforce size.

- Keep track of expenses across locations

Compare expense trends by location, and get a detailed breakdown of how much is spent on base wages, overtime, or adjustments. HR managers can also share these reports with Ops and Executives to evaluate and optimize your workforce requirements accordingly.

Benefits of Using Workforce Management Software

- **Streamlined communications between HR, Ops, workers, and supervisors to avoid miscommunication and no-shows**
- **Instant timesheet reconciliation with accurate attendance data capture**
- **Real-time insights on how to optimize your workforce for success**
- **Reduce time and effort in coordination and reconciliation of data**
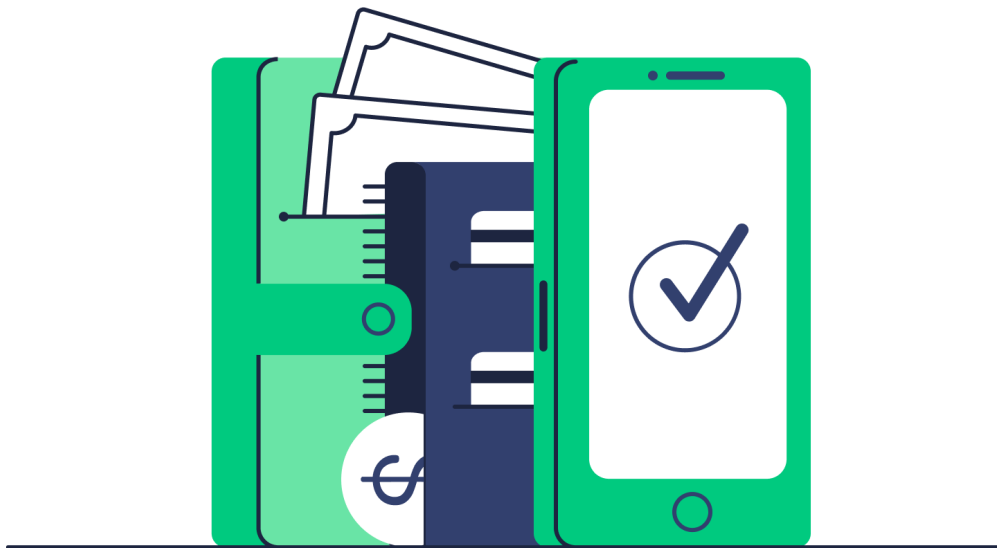
4 Payroll Software

Effective payroll processing involves a number of processes to ensure wages are received on time and at the right amount.

Payroll software helps HR managers automate the distribution of worker wages while ensuring that payments are compliant with tax deduction and local labor laws.

Several payroll software solutions also take care of worker benefits. When a business is growing, payroll software can help you manage finances in a more organized manner and with fewer errors.

What are common challenges in dealing with payroll?

- Managing disputes or errors in payroll calculation
- Documentation can be disorganized leading to errors
- Manual reconciliation takes up a lot of HR managers time
- If workers get the wrong amount or receive payments later than expected, they might be disgruntled and churn

Benefits of Using Payroll Software

Payroll management software will make it easier for you to pay your workers on time while minimizing errors in manual calculation and reconciliation.

Great payroll software automates the sending of wages to your workers, therefore increasing worker job satisfaction and productivity.

5 Conclusion

This table summarizes the different HR software we have gone through in this e-book.

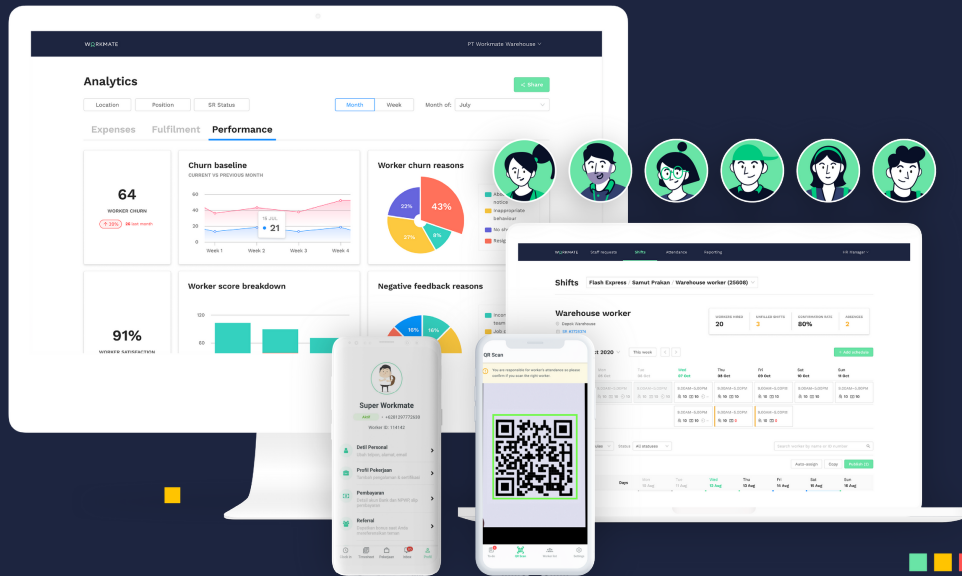| Recruitment Platform	HRIS	Workforce Management	Payroll
Online job boards	Employee Records	Shift Scheduling	Worker wage payments
Applicant tracking system	Benefits Administration	Attendance Management	Tax compliance management
Integrated Worker Network (Workmate)	Performance Appraisa	Workforce Analytics	

Each HR software has a specific role to play in optimizing your overall HR processes. It is important for HR managers to understand what is required from their business and identify the main challenges to tackle in 2021.

This will allow HR managers to clearly pinpoint which HR software is most crucial to implement in the coming months.

However, HR managers should also consider leveraging all four pillars in their HR Tech Stack to achieve greater results in their workforce quality and performance as well as the efficiency of their internal team processes.

By incorporating automation tools and software, HR can complete tasks with optimal results in a shorter period of time, therefore having the time to focus on higher-value tasks. These include planning out company culture, training, and development programs in the business to further support the wider organization in achieving its goals in 2021.

WORKMATE

Workmate is the leading workforce management platform designed specifically to enable the blue-collar workforce.

Built to tackle problems like poor shift attendance rates and worker churn, Workmate automates the management of thousands of workers in your workforce in one integrated system powered by rich data collected about each worker.

Workmate is also plugged into an integrated network of over 50,000 pre-vetted, qualified workers to help HR managers in placing the right people for the job.

Our solutions to help you manage your workforce:
- Recruit pre-vetted, reliable workers from an integrated talent pool
- Schedule shifts and automatically coordinate with workers using the integrated Worker and Supervisor app
- Monitor workforce performance and expenses with real-time analytic dashboards

Try our workforce management platform today!

Learn more about how Workmate can help you manage your workforce and book a demo with our experienced account managers here.

🔍 _bit.ly/WorkmateHRTechStackEng_.

WORKMATE

A Better Way to Work