

2

## MANAGE

Expand on the core features of the foundation version, for even **more tools** to manage your talent.

1

## IDENTIFY & RECRUIT

Source & recruit the **best talent**.



3

## DEVELOP

Develop your talent through **Learning & Performance** modules.

4

## RETAIN

Profile & plan to retain your **top talent**.

The **Signify Talent Solution** enables you to effectively manage the complete **employee life cycle** of your workforce from **recruitment** and **employee data management**, to **employee development** and **retention**. With the release of our latest version, great emphasis was placed on creating a **user-friendly** and **visually appealing** portal allowing employees and managers quick access to **self-service** functionality. The responsive portal has also been designed as a tablet-friendly interface, allowing users to access some functionality from their favourite tablet using standard browser functionality.

The above diagram depicts to employee life cycle process as it is managed through the Signify Talent Solution.

The **Employee Management - Foundation Version** is part of the core solution.

For additional employee management fields, an option is to upgrade to the **Employee Management - Advanced Version**.

Category	Screen	Foundation Version	Advanced Version	Part of a specific Module
<b>Employee Profile</b>	Personal Information	✓	✓	
	Additional Information		✓	
	Address	✓	✓	
	Contact Details	✓	✓	
	Documents	✓	✓	
	Dietary Requirements	✓	✓	
	Family History	✓	✓	
	Vehicle		✓	
	Next of Kin		✓	
	Criminal Record		✓	
	Licenses		✓	
	Permit		✓	
	Medical History		✓	
	Assets		✓	
	Leave			Part of <b>Leave</b> Module
	Employee Funding		✓	
	Custom Fields		✓	
	Talent Profiles		✓	
Notification Detail		✓		
<b>Organisational Assignment</b>	Appointment History	✓	✓	
	Previous Employment		✓	
	Reporting Lines	✓	✓	
<b>Employee Development</b>	Talent Assessment			Part of <b>Talent Management</b> Module
	Assessment List			Part of <b>eLearning</b> Module
	Learner Detail	✓	✓	
	Learner Records (Training History)	✓	✓	
	Performance Management			Part of <b>Performance Management</b> Module
	Career Conversation			Part of <b>Career Conversation</b> Module
	PDP			Part of <b>PDP</b> Module
	Professional Membership		✓	
	Strengths and Weaknesses	✓	✓	
	Notes	✓	✓	
<b>Employee Relations</b>	Complaints		✓	
	Disciplinary Standard	✓	✓	
	Disciplinary Advanced, Dispute, Grievances		✓	
	OHS Representation		✓	
<b>Remuneration</b>	Banking Details		✓	