

HR Features

Fully Integrated HRIS



Our HRIS features are native to our software. This means that you access all our HRIS features the same place you access payroll, benefits, time, attendance, and scheduling!

Job Costing



If you need to allocate labor costs to a particular job, look no further. Our software will help you assign employee pay and deductions to one job or multiple jobs.

Custom Reports



Our system boasts over 400 standard reports. If you can't find the report you are looking for, you can easily create a custom report and get you the data you need fast.

Employee Self-Service Center (ESS)



The ESS enables your employees to securely access all their payroll information 24/7 online. They will receive an email or text notification that their paystub is ready to view. They will also have access to their w-2. Employees can use the ESS to request time off, see their PTO balances, receive communications from their supervisors, and they can access company documents. You can brand the ESS so it has your company logo and color scheme to make it your own. With Time Essentials employees can clock in and out on ESS.

New Hire Onboarding



Eliminate the paperwork hassle of hiring a new employee with our onboarding tool. After you hire an employee, send them to their new ESS (see above) and it will collect the employee's information and documents such as forms W-4 and I-9, banking information for direct deposit, contact information, date of birth, etc.... New employee information is automatically transferred into the payroll system so no double data entry. New employees can also electronically acknowledge receipt of employee handbooks and/or any other document you want them to read.

Performance Evaluations



Create custom performance evaluations with ease. Our performance evaluation tool allows you to create custom review questions and rating systems, create email alerts so you never forget a review, custom goals, easy-to-use wizard, review scheduler, and so much more.

Track Just About Anything



Track anything you want with our unlimited custom fields. However, we have the following tracking logic already built into our system: employee contacts, prior employment, certifications, education, training, skills, awards, disciplinary actions, assets, employee documents, and OSHA incidents.