

# Supporting your HR

*Ensuring your success*

HR Set up

Recruitment

**Employee Management**

Clarigen Software

Downsizing

## *Clarigen: Managing Employees, Safeguarding Companies*

You're committed to excellence – from customer service to innovation and employee relations. To stay focused on business strategy, you need a trusted partner either supporting your company's existing Human Resource function or managing HR for your organisation.

That's where Clarigen comes in. We provide expert, customised support, guidance and tools to help you recruit, retain, manage and motivate talented employees. You save money with improved HR processes that work more efficiently and effectively and gain added value by knowing your policies and procedures are up to date with legislation.

Our Employee Management offer, gives today's leading small to mid-sized companies all the expert ongoing HR support and tools they need to succeed as well as the flexibility for their HR to grow and evolve with the organisation.

### Working with you... all the way

In these days of rapidly changing employment regulations Clarigen stays on top of all legal and compliance issues so you don't have to. We are always ready to support and guide you in best practice methods of handling employment management issues. We provide:

- **HR Documentation:** Regular documentation, policy and procedural updates to keep your operation current with legislative and regulatory changes
- **HR Advice Line:** Ongoing support to help you manage employee relations matters; from the most straightforward to the most complex
- **HR Software:** Our leading edge HR portal gives managers and employees self service access to key HR data and documentation
- **HR Management Information:** Our software also provides you with up-to-date reports and feedback, enabling meaningful insights on key HR metrics and trends
- **HR Training:** Professional management training addressing the latest HR trends, issues and topics
- **Payroll Management:** Clarigen will manage all weekly and monthly payroll processing and reporting services.

**Schedule an initial consultation today!**

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## Employee Management Services

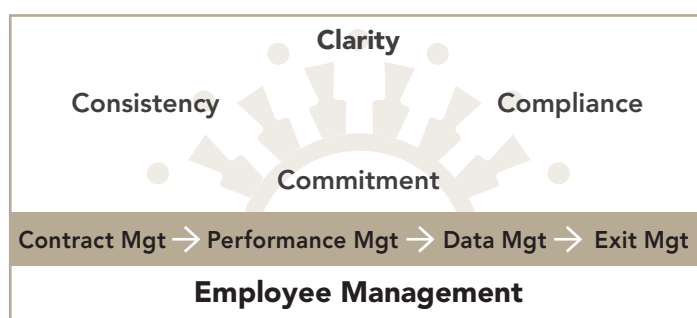
As a valued Clarigen customer, you'll work with a dedicated account manager familiar with your business. We'll come to you and work around your busy schedule, with regular on-site visits personally addressing all of your questions and business needs. Should an urgent issue arise, Clarigen is always available to provide immediate management helpline assistance.

### *Powerful Benefits you secure with Clarigen*

- Gain professional and expert support from qualified and experienced HR professionals who are skilled and experienced in such issues.
- Enhance staff morale, productivity, loyalty and efficiency with Clarigen software, which improves transparency and transaction processing.
- Minimise compliance and legislative risk when HR issues are handled in line with best practice and regular updates to employment contracts and handbooks ensure that you stay ahead.
- Save money and get added value as HR processes work more efficiently and effectively.

### *Supporting you... All the way*

We strive to ensure your success by supporting your staff with the most relevant and innovative support for all of your HR requirements. The breadth of our HR solution and our specialist consultants' abilities means we can provide best-fit solutions that fit your requirements today and into the future as your organisation evolves.



### *Strength of partnership... with Clarigen*

When you partner with Clarigen you gain peace of mind in knowing that we are there for you when you need us most. The consistency of our solution and breadth of knowledge of all our HR consultants enables you to project a professional image and define your organisation as a responsible and strategic employer. You demand excellence. Clarigen provides it as well as the HR support you need when challenging employment matters arise. Contact us today to discuss our Employee Management offer or to schedule an initial consultation.

### About Clarigen - Where Your Business Begins.

Before you recruit. Before you restructure. Before you implement your next business innovation, Clarigen would like to support your company with best practice Human Resource Management. The Clarigen solution is the underlying HR foundation supporting many of Ireland's leading small to mid-sized businesses throughout Ireland and beyond. Our customised HR offer blends software and services to help you strengthen employment relations, automate processes, stay compliant and operate more efficiently and effectively. Clarigen's comprehensive HR services provide the framework every business needs to control costs, gain HR expertise & technology and ensure legal compliance.