

# Kelio HR ASSISTANT

Centralise and monitor your HR data



## Easy daily management of your HR information



## Kelio HR Assistant offers you:

- o **Effective and centralised management** of all information related to your staff such as professional, administrative and personal data.
- o A **document link system** enables you to attach all types of documents, such as an employment contract, or notes from an interview.
- o **Powerful reporting** offering a set of standard or customised reports.
- o An **HR event reminder** with alerts by email or on-screen.



