

Robotic Process Automation for Human Resources

What's Inside:

- ✓ The benefits of RPA in Human Resources
- ✓ Top Human Resources RPA use cases
- ✓ Reach RPA at scale quickly and reliably

Robots in Human Resources?
Using automation within the team that's responsible for bringing the most humanity to business? A resounding yes!



Organizations across the globe are utilizing Robotic Process Automation because of this very reason. RPA reduces or eliminates the mundane, “gotta do it” tasks by up to 40% to allow your Human Resources team to be more effective in the areas that matter.

✓ **Recruitment**

In today's competition for the right candidates, you need to move fast so these these potential rock-stars don't end up elsewhere. Speed-to-Decision is a key metric for Enterprise growth.

✓ **Employment**

Employees are the most important asset in an organization. Quickly responding to employee issues and ensuring data accuracy is extremely important to employee satisfaction.

✓ **Employee Onboarding**

Shortening the amount of time between hiring and productivity can have a significant impact on both revenue and cost. This is especially important in 2020 with a fluctuating workforce.

✓ **Employee Termination**

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The benefits of RPA in Human Resources



Avoid Costly Integrations

HR teams deal with a variety of internally hosted and 3rd party systems. ERP, Human Resource Management Systems (HRMS), recruitment, benefits administration, 401k management, background checks, and other backoffice IT systems. The ROI or feasibility of connecting these through API methods may not exist, but RPA can seamlessly read, enter and perform actions on data in any system.



Automate Redundant Tasks

Providing more time for Human Resources professionals to create, communicate and be effective is the goal of every organization. RPA can automate the mundane processes to allow less desk-time and more time to work for the organization and the employees.



Increase Data Accuracy

The more systems involved, the higher chance of errors. Errors in employee payroll, benefit or other information can have a significant impact on the individual experience and the business overall. RPA can achieve 100% accuracy, so when information is right, it's right.



Scale Instantly

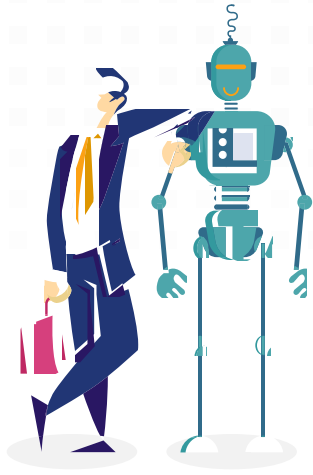
Recruitment and hiring surges, open enrollment, business changes – the demands on Human Resources teams are dynamic. With RPA, the bots can scale instantly, allowing processes to execute as the business need requires. Process 1 or 10,000 resumes.



Optezo works on our behalf to ensure our RPA automations have the highest ROI potential before any business resources are engaged



Director of Process Improvement, Fortune 500 Retailer



Top Human Resources RPA use cases

Let robots handle the tedious and repetitive Human Resources tasks so your HR Professionals can be more productive in the areas that matter.

Recruitment and Resume Processing

Quickly respond to candidates, schedule interviews, create and approve offer letters, perform candidate background and right-to-work checks.

Employment Ongoing Tasks

Automate communication and documentation around open enrollment periods, ESPP notifications, vacation requests, employee reviews, sick leaves, change of benefits, expense management, and employee communication. Quickly perform timesheet management for employees and 3rd parties.

Employee Onboarding

Perform redundant data-entry on ERP, HRMS, and IT systems quickly and accurately. Automate security permissions, welcome notifications, and hardware procurement requests. Perform ESPP/Options documentation, 401k initiation, and employee ID creation.

Employee Termination

Automate the coordination of exit interviews. Perform ERP, HRMS, and IT system data changes, security permissions, hardware reclamation processes, and COBRA administration.

WHY OPTEZO

Reach RPA at scale quickly and reliably

It's "RPA in a Box"

Engaging with Optezo is easy. Everything you need to successfully build and scale an RPA program is included in one yearly fee.

Fast Track to ROI

Optezo's RPA process catalog will help you quickly identify the right starter processes and your initial bots will be deployed in a matter of weeks.

Secure and Compliant

Optezo's powerful and secure cloud computing infrastructure, built using Microsoft Azure, is architected for data security.

These use cases (and more!) are from the Optezo Process Catalog. The benefits are real. Start now.

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