

▶ HRIS SYSTEM

▶ WHY TRITON PEO

Triton PEO houses state-of-the-art Human Resource Management Software that fully integrates payroll and human resources together. There is no longer a need for double entry.

HRIS - Human Resource Information System is completely customizable to the needs of your practice. The System can be set-up to provide links to all Human Resource related information, as well as information on Insurance Benefits, Retirement Plan and other ancillary products.

▶ CUSTOMIZABLE SYSTEM

- ◆ Departmentalization
- ◆ Custom Rules
- ◆ Custom Login Privileges
- ◆ Viewing & Editing Options
- ◆ Custom Reporting
- ◆ Multiple Format Data Export

▶ FEATURES

- Integration
- Flexibility
- Customization
- Cloud Back-up



TRITON PEO

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▶ HRIS SYSTEM

HUMAN RESOURCE INFORMATION SYSTEM

FEATURES

Payroll Processing	Benefit Tracking
Personnel Recordkeeping	PTO Tracking
Workers' Compensation Claims	Unemployment Maintenance
Accounts Payable & Receivable	General Ledger
COBRA Management	Time/Date Stamping
Recorded System Entries and Changes	Multiple Format Import / Export

POLICIES & PROCEDURES

Leading the industry in technology with our fully integrated HRIS system. HRIS communicates and integrates with the payroll system, the System allows for Practice branding for employee interface and customization.

Review, Draft & Communicate Employee Policies	State Unemployment Claims Administration
Create and Publish Lawful Employee Handbooks	State and Federal Employment Notice Posters
Manage Employment Practices Liability Insurance (EPLI)	Legal Assistance (Establishment and Retainers)

EMPLOYEE BENEFITS

View all eligible benefits, compare coverage's between eligible plans, sign up and view online costs of their chosen plan as they work their way through the open enrollment system or complete and submit online the benefit waiver.

The employer and Triton will have the ability to view the status of each employee's open enrollment, send out notices of progress and view their progress in the open enrollment process.

All benefits are age banded with working calculations accompanied with rules for a Flexible Savings Account (includes pre and post tax cost)

Upon Benefits election application information is automatic sent to the Carrier, Broker, Payroll Processing Center.

Following benefit enrollment the employee has the ability to print out a summary with graph showing the total benefit value provided by the employer.

Benefit Statements and Wellness Tracking available.

RECRUITING



- Website Access to Open Positions
- Online Application
- Template Creation for Staff Positions
- Resume and Application Tracking
- Link all Email Communication to the Employee Record

SYSTEM ALERTS



Set up rules and alerts for any and all employee and employer related functions:

- Open Enrollment,
- Retirement Plan Education,
- Performance Evaluations,
- Staff Training,
- Birthdays...

The list is endless

System alerts notifying managers of status on uploading of new clients I9, W4's, and or any onboarding of employee and employer information.



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