



# JACANDO ADMIN

# EXTENDED PROFILE



## OVERVIEW

With Jacando Admin, the management of employees is always under control. Organizational charts and employee lists help you keep your employees in sight. Thanks to the interactive employee file, you can always access individual employees and find all relevant information and documents at a glance.



## SOFTWARE SPECIFICATION

OVERVIEW	
PRODUCT NAME	Jacando Admin
SOFTWARE FEATURES	
ABSENCE MANAGEMENT	✓
BENEFITS ENROLLMENT	✓
COBRA	✗
COMPENSATION	✗
COMPLIANCE	✗
DISCIPLINARY ACTION	✓
EMPLOYEE SELF SERVICE	✓
FMLA	✗
HEALTH & SAFETY	✗
MANAGER SELF SERVICE	✓
ON & OFF BOARDING	✓
PAYROLL	✗
	✗

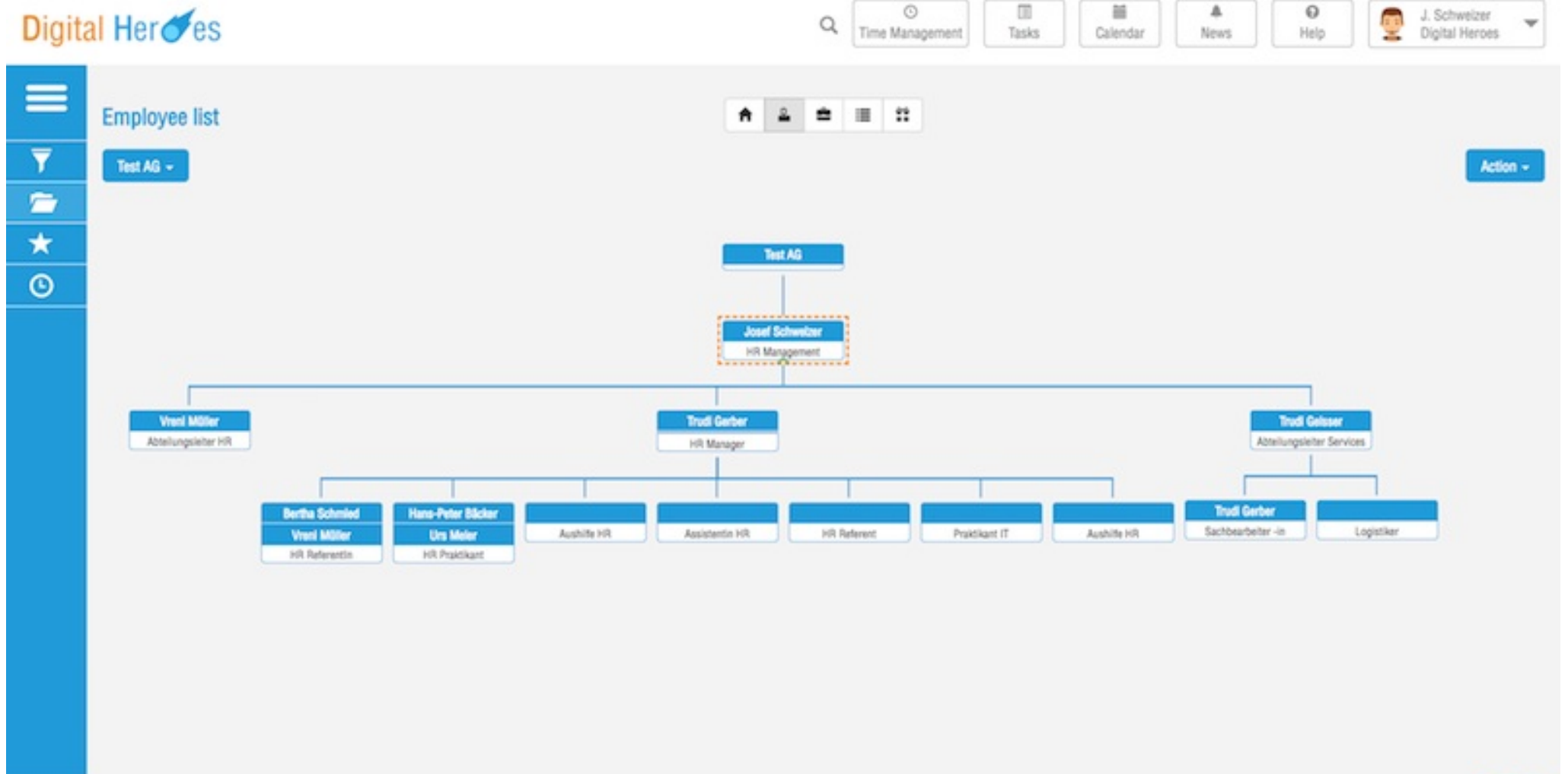
PERFORMANCE MANAGEMENT	
RECRUITMENT	✗
REVIEWS	✓
SOCIAL NETWORKING	✗
SUCCESSION MANAGEMENT	✗
TIME & ATTENDANCE	✓
TRAINING & SKILLS	✗
VACATION & SICK LEAVE	✓
WORKFLOW	✓
WORKFORCE ANALYTICS	✗
TRAVEL & EXPENSES	✗
<b>ORGANIZATION SIZE</b>	
ENTERPRISE (1000+ EMPLOYEES)	✓
MEDIUM (251-1000 EMPLOYEES)	✓
SMALL (1-250 EMPLOYEES)	✓
<b>PLATFORM</b>	
CLOUD	✓
INSTALLED	✗
<b>FURTHER INFORMATION</b>	
IMPLEMENTATION TIMEFRAME	3 - 6 months

## PRICING

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Starting at 60EUR/month - ranges according to company size

## SOFTWARE SCREENSHOTS



imprint

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Personal file

Hans-Peter Backer (30)

Company name: Hans-Peter Backer  
 Location: From  
 Email: Hans-Peter Backer  
 Telephone: 0111707786922  
 Address: Lindenstrasse 23, 8003 Zurich

Personal Data | Employment | Accounting | Documents | **Absence management** | Communication

**Absences**

Remaining holidays: 20.00  
 Balance previous period: 14.00  
 Available holidays: 28.00

**Special leave**

No special leave has yet been defined. The administrator can do this through the rules and absence types.

**Reporting of absences**

Reporting of absences (Days (Number of hours))

Type	Further information on the absence	Documents	From	To	Days (Number of hours)	Status	Action
Holidays	No report available		21.01.2018	28.01.2018	8.0 (64.0)	Approved	

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Personal file

Josef Schweizer (32)

Company name: Test AG  
 Location: Basel  
 Role: HR Management  
 From: 01.04.2015

Personal Data | Employment | Accounting | Documents | **Absence management** | Communication

**Message history** (0 unread messages)

- Peter Peter (01.11.2017 - 30.11.2017) Dear Mr. Schweizer
- Hannah Hannah (01.11.2017 - 30.11.2017)
- Nicole Nicole (01.11.2017 - 30.11.2017) Dear Mr. Schweizer
- Maria Maria (01.03.2018 - 31.03.2018) Hey Josef

**Employee surveys**

- 360 Grad Feedback (HM) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (PS) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (RN) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (RH) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (MP) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (MB) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (NV) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- 360 Grad Feedback (KM) (360 degree feedback), 27.03.2017 (Josef Schweizer)
- Gesprach Peter (360 degree feedback), 20.07.2017 (Josef Schweizer)
- Mitarbeiterbefragung (360 degree feedback), 08.01.2018 (Josef Schweizer)
- Mitarbeiterbefragung (360 degree feedback), 08.01.2018 (Josef Schweizer)

Target agreement

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Personal file

Josef Schweizer (32)

Company name: Test AG  
 Location: Basel  
 Role: HR Management  
 From: 01.04.2015

Personal Data | **Employment** | Accounting | Documents | Absence management | Communication

**Current position**

Company name: Test AG  
 Role: HR Management  
 Customer: 1000  
 Department: HR Department  
 From: 01.04.2015 (01.04.2018)  
 To: Unlimited

**Additional supervisors:** BS TG

**Business address:** Gulterstrasse 213, 4053 Basel, Switzerland

**Contract overview**

Position	Company	Valid from	Valid to	Created at	Action
HR Manager	Digital Heroes	01.04.2015	-	01.04.2015	-

There are no contract data.