

Simplify your HR. Empower your team!

**All in one HR Software
for Expandable
Workplace**

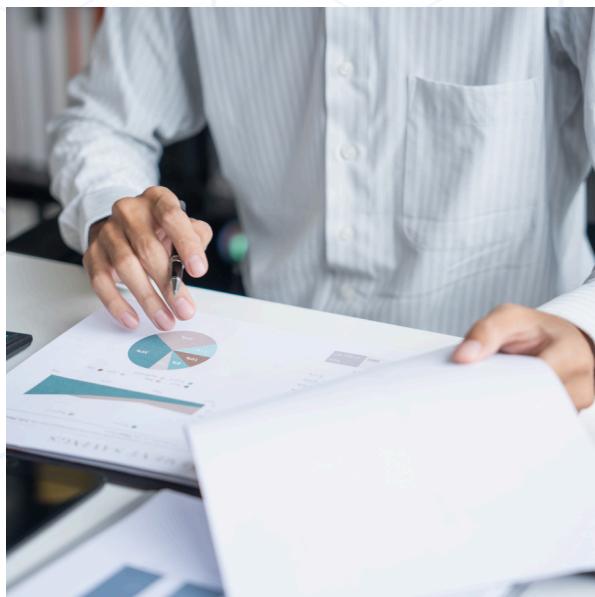
**From Appraisal to
talent management
Sky ERP HRM handles
everything so you can
focus on growing your
business.**



Employee Management

Centralise Employee Records and Automate Core HR Processes

The Employee Management Module of Sky ERP HRM centralises employee data and streamlines administrative operations. It enables HR teams to focus on strategic goals by automating time-consuming tasks and maintaining a secure, centralised record for every employee.



Key Features:

- Smart Search & Data Access:**
Instantly search, view, and manage employee records.
- Asset Assignment Tracking:**
Allocate and monitor company assets for each employee.
- Centralised Information Hub:**
Maintain a secure, unified database for all employee-related data.
- Organisational Structure View:**
Visualise employee hierarchy by department, division, designation, pay grade, and position.
- Shift Management:** Create and assign employee shifts based on rotation, company, or branch.
- Inter Company & Branch Transfers:**
Manage employee transfers seamlessly between company and branches.

Attendance and Leave Management

One module to track, approve and analyse employee time with precision

Our integrated attendance and leave management module simplify the entire process of tracking work hours, managing leave requests and ensuring compliance with company policies. From mobile attendance to detailed reporting, every tool you need is built in a smarter workforce management.



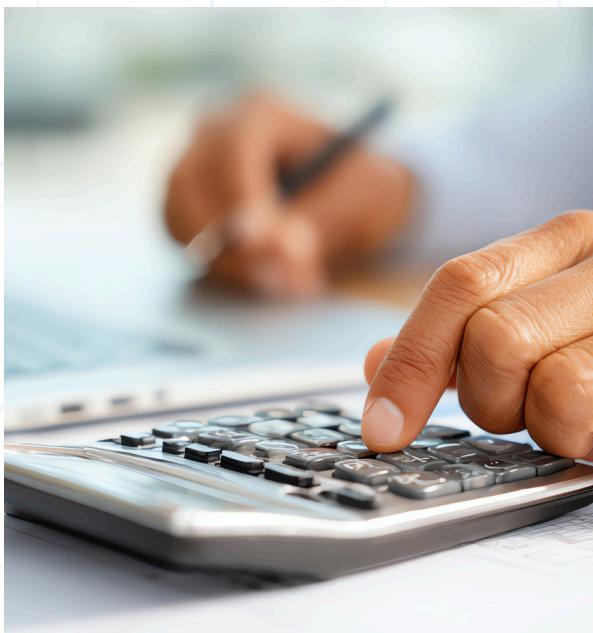
Key Features:

- **Leave Setup:** Configure company-specific leave types, policies, accrual, and eligibility rules.
- **Leave Request:** Employees can easily apply for leave through the self-service portal or mobile app.
- **Manage Contractor Attendance:** Import attendance from biometric or spreadsheets allowing the system to manage the workers and contractors.
- **Leave Authorization:** multi-level approval workflows for leave and outdoor duty (OD).
- **Automated Email for Approval:** HODs and HR receive instant email for leave requests, ensuring timely review and response without manual follow-ups.
- **Attendance tracking:** Capture daily in/out time via biometric devices or mobile check-ins.
- **Muster Creation:** Automatically generate muster rolls for payrolls and compliance.
- **Import Attendance:** Bulk import attendance data from biometric system, spreadsheet, and excel.
- **Integrated with biometric system:** Regularize and manage missed punches with managers approval.
- **Mobile Work location Tracker:** Record employee attendance from field or remote location with GPS tagging.
- **OD Time Tracker:** Capture and validate time spent on official duties outside the office.
- **Automatic Leave Alert:** Automatic email updates for OD requests to HR and HOD.

Payroll and Compliance Management

Automate Salary Calculation, Ensure Statutory Compliance and Simplify Payouts

Our Payroll and compliance management module offers a complete solution to handle employee compensation, statutory deduction and reporting – accurately and on time. Designed to facilitate the work of both HR and finance team, it ensures seamless salary processing while keeping you compliant with Indian tax and labour laws.



Key Features:

- **Salary head creation:** Define flexible and fixed components such as basic, HRA, allowances and deductions.
- **Pay Structure Management:** Create multiple pay structures for different roles, levels and department.
- **Employee Pay Structure Mapping:** Assign personalised pay structure to individual employees.
- **Monthly Variable Employees:** Add incentives, bonuses, or deduction on a monthly basis.
- **Payroll Generation:** Automate Salary calculation with attendance, leave, tax, and Loan inputs.
- **Taxation & IT Projection:** Auto-calculate TDS based on tax slabs and employee declarations.
- **Payslip Generation:** Secure digital payslips with breakdown of earnings and deductions.
- **Arrear & Bonus Reports:** Track back payments and bonus eligibility across payroll cycles.
- **Salary Sheet & Employee Salary Card:** Download monthly summaries and year-to-date salary records.
- **Employee Retrospective Payment Card:** View salary revisions or backdated pay changes.
- **Employee Loan Management:** Disburse and track EMIs directly through payroll.
- **Debit Note Issuance:** Record deductions and recoveries with supporting documentation.
- **Employee TDS, PF, PT & ESIC:** Auto-compute and submit statutory deductions in compliance with government norms.
- **Form 16 & Form 12BA:** Generate income tax certificates and perquisite disclosures.
- **Form 24Q / 26Q:** Prepare quarterly TDS return-ready files in government-approved formats.

Appraisal | Mobile App

Appraisal and Performance Management

Streamline Employee Evaluation with Clear KRAs, Task Tracking, and Multi-Level Reviews

Our Appraisal and Performance Management is an additional module helps you define goals, assign tasks, and conduct structured, multi-layered performance reviews. Whether you're managing project-based assessments or employee KRAs, this module gives your team the clarity, consistency, and tools they need to grow.

Key Features:

- Manage KPIs and KRAs:** Define and align Key Performance Areas (KPIs) with Key Result Areas (KRAs) to establish a structured framework for evaluating employee outcomes.
- Manage KRAs:** Define and customise Key Result Areas (KRAs) for departments or roles.
- Manage Employee KRAs:** Assign specific KRAs to individuals with performance metrics.
- Manage Questions:** Create objective/subjective appraisal questions tailored to your organisation's review framework.
- Manage Employee Questions:** Allocate specific appraisal questions for each employee or role.
- Task and Project Management:** Create projects and tasks in the system with the efforts needed in days. Assign and manage the task to employee.
- Self-Appraisal:** Employees assess their own performance and achievements.
- HOD Appraisal:** Department heads evaluate employee performance with insights into deliverables.
- HR Appraisal:** HR reviews and consolidates appraisal data for final decisions and documentation.

Mobile App for On-the Go

Access features anytime, anywhere with SKY ERP HRM Mobile App

Key Features:

- Geolocation:** Track the locations of employees during working hours.
- Profile Information:** View and manage personal details with ease.
- Attendance Management:** Mark in/out, view attendance history and track logs.
- Leave Management:** Apply, cancel or check the status of your leaves.
- My Request:** Submit and monitor every type of HR Request.
- Approvals:** Manager/HR can approve or reject attendance, leave or requests.
- Leave Details:** Access available balance and leave history.
- Pay Slips:** Secure access to downloadable monthly salary slips.
- Debit Notes:** View and download debit note entries against consultant.
- Rule Book:** Access organisation specific Rules and Regulations.
- Form 16:** Download tax related forms directly from the App.
- Relocate Location:** Admin can allow employee to update work location through geolocation.



Recruitment Module

External Recruitment Management

Manage third-party hiring with Comprehensive External Recruitment Tools.

An additional feature of SKY ERP HRM is External Recruitment Management Module is a powerful extension designed for consultants and agencies to manage external job openings and end-to end candidate workflows. It supports seamless collaboration between consultants and multiple companies while ensuring a compliant and structured recruitment pipeline.

Key Features:

- **External Skillsets, job titles & Qualifications:** Define criteria for targeted external hiring.
- **Interview Configuration:** Create external interview types and structured question sets (objective/subjective).
- **Client & Industry Master:** Register external multiple organisation, industries, branches, and contract details.
- **Coordinator & Consultant Mapping:** Assign and manage external recruitment stakeholders.
- **Geographical and Perk management:** Map External hiring regions, areas, and associated perks.
- **Vacancy Management:** Track openings of different organisation with role-specific criteria and timelines.
- **Interview Rounds:** Schedule and track multiple stages including written and HOD interviews.
- **Applicant Mapping:** Match candidate profiles with job openings based on qualifications and skills.
- **Recruitment Status Updates:** Manage successful placements and generate recruited applicant lists.
- **Billing & Updates:** Track billing for placements and update billing records as required.

Internal Recruitment

Streamline Talent mobility with a powerful internal recruitment system

SKY ERP HRM's provides internal recruitment module additionally to help you manage internal vacancies, match employee skillsets, and track the full cycle from job posting to hiring.

Key Features:

- **Skillset & Role Mapping:** Manage internal skillsets, job titles, and qualifications to accurately map candidates to roles.
- **Vacancy Management:** Create and approve job postings, define responsible persons, targets, perks, and location.
- **Task & Activity Tracking:** Assign tasks and manage recruitment activities with daily tracking and coordination.
- **Interview Configuration:** Define interview types, question sets (objective/subjective), HOD interviews, and more.
- **Internal Consultants & Coordinators:** Assign roles for coordination, scheduling, and follow-up.
- **Applicant Management:** Track personal, contact, and employment history details of applicants.
- **Verification & Authorization:** Ensure candidate integrity with verification processes and authorization controls.
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Why Choose SKY ERP HRM?

**Empower your
Operations with a
Comprehensive,
Customizable and
User-friendly
Solutions.**

SKY ERP HRM, developed by Everex Infotech is designed to streamline and automate your human resource processes, ensuring efficiency, compliance, and employee accountability.



Comprehensive HR Suite

- **End to End HR Management:** From recruitment to retirement, manage all HR functions seamlessly within a single platform.
- **Integrated Modules:** Includes Payroll, Attendance, Leave Management, Appraisal, Performance tracking and more.

Customizable and Agility

- **Tailored Solutions:** Adapt the system to fit your organization's specific needs, policies, and workflows.
- **Scalable Architecture:** The solution is developed considering modern software development practices.

User-friendly Interface

- **Intuitive Design:** The frontend ensures ease of use for HR professionals and employees thus reducing the learning time.
- **Self-service Portals:** Empower employees with access to their information, leave, applications, and more.

Real-time analytics and reporting

- **Insightful Dashboard:** Monitoring HR metrics, attendance trends, and performance indicator with just few clicks.
- **Comprehensive Reports:** Generate reports such as holiday lists, OT registers, attendance register, and more for informed decision making.

Compliance and Security

- **Regulatory Compliance:** Stay aligned with labour laws and regulations, minimizing legal risks.
- **Data Security:** The SQL Server database protects sensitive employee information with robust security protocols.



Our Experts can give an In-depth information about our system

Book a free demo

Call Us Directly!



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Services/Products

- Sky ERP GST Plus
- Sky ERP GST Plus with Financial Accounting
- KDOC Plus
- E Secretary
- Sales Lead Tracker
- Wise Track
- Tele Check
- Website Design & Development
- Graphic Design
- Digital Marketing
- IT Infrastructure