





## HR YOUR WAY



### SMART HR SOLUTIONS FOR SMART BUSINESSES



#### ✓ COST AND TIME EFFECTIVE

Our solutions will save you two valuable assets, time and money. Our innovative software is both user-friendly and easy to implement, meaning you benefit from increased productivity instantly. As part of NOVATIVE's outstanding outsourcing service, you will be provided with a **dedicated HR expert** to manage your processes, guaranteeing an effective and compliant service.

#### ✓ TAILORED HR SOLUTIONS

We understand that each company has specific HR and Payroll needs, your company is unique therefore your HR should be. We will build your HR solution to meet your organisations business needs. There is no one size fits all with NOVATIVE, we will work with you to ensure you get the best from your HR now and as your business evolves so that you can deliver an efficient, consistent and compliant HR service to your employees.

#### ✓ USER-FRIENDLY

NOVA Smart has been crafted to empower your people. It is a powerful tool, but at the same time very user-friendly. We ensure you your people will love using this software, while your business will thrive from the benefits of using NOVA Smart. We develop our software; therefore, we will ensure that your HR solution will stay ahead of innovation, and be at the forefront of HR technology.



#### TAILOR YOUR HR SOLUTION



#### HR & PAYROLL OUTSOURCING

Benefit from the power of outsourcing and let us help you to stay ahead of today's ever-changing and demanding HR landscape. We will tailor our service to meet your business goals and requirements. As part of this service, you will be assigned a dedicated HR expert.

COMPLIANT \* EFFICIENT \* EFFECTIVE



#### PAYROLL

Payroll is a complex and time-consuming process. Our payroll experts can remove this burden, and ensure your payroll is performed accurately, securely and on time, every time. We are the ideal partner for a wide variety of industries, and service companies, localised or global.

20 LEGISLATIONS\*MULTI-CURRENCY\*EXPAT



#### **ANALYSES & REPORTS**

Benefit from your HR data; NOVA Smart will provide you with accurate, in-depth reports and analysis. Gain valuable business insights which will enable you to make data-driven decisions with absolute confidence.

REAL-TIME REPORTING \* UTILISE HR DATA



#### WHICH SERVICES WILL BENEFIT YOU?



#### PEOPLE MANAGEMENT

Easy-to-use software to manage your people's time. Our portfolio includes staff scheduling, absences and time & attendance. Select the modules that deliver the most value to your business. Control labour costs, and increase productivity in your workforce.

EXPENSES \* ROTAS \* TIME & ATTENDANCE



#### RECRUITMENT

Recruitment is a fast paced landscape; it's time to keep up! Streamline your recruitment process from start to finish with NOVA Smart. Ensure you don't miss out on the top talents by having slow, inept processes.

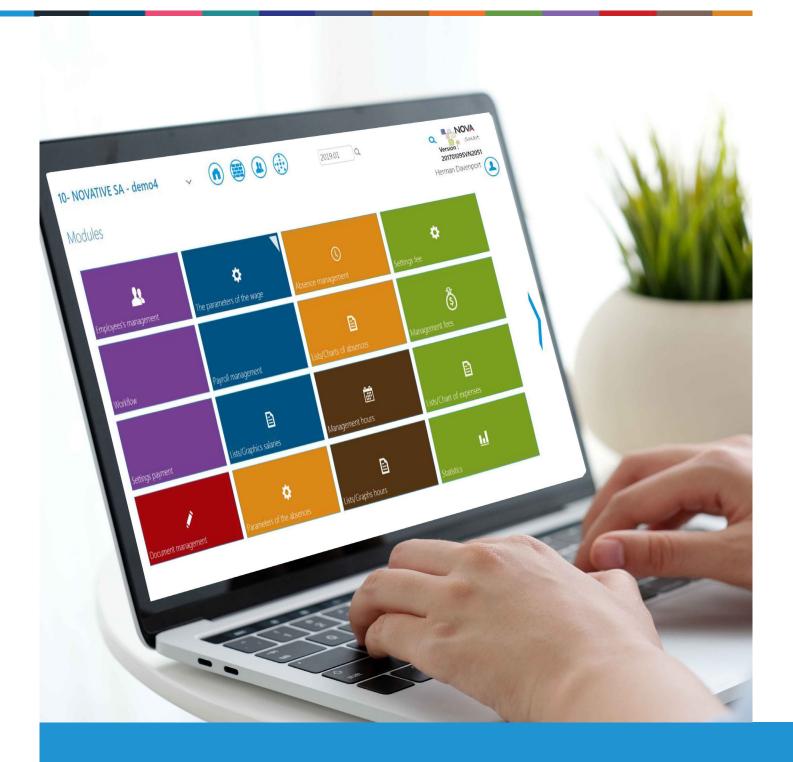
JOBADVERTS\*SKILLSMATCH\*ONBOARDING



#### TALENT MANAGEMENT

Employee engagement is one of HR's biggest challenges, especially as this is now one of the main factors for losing talent. This module will help your business to retain and develop talent, using tools for appraisals, goals, targets and training.

APPRAISALS \* EMPLOYEE ENGAGEMENT



# JOIN THE HR EVOLUTION



#### MODERN, FLEXIBLE HR MANAGEMENT



#### **NOVA CLOUD**

Our HR cloud software is secure, improves employee access to their data and simplifies system upgrades. Implementation is straightforward as no hardware is needed, just a simple internet connection and you can start benefiting from your new HR suite anytime, anywhere. The services we provide can be easily modified, to suit your company growth and objectives. The confidence we hold in our services means we have flexible contracts and as a result, we are proud to have formed many long-standing partnerships with companies globally.

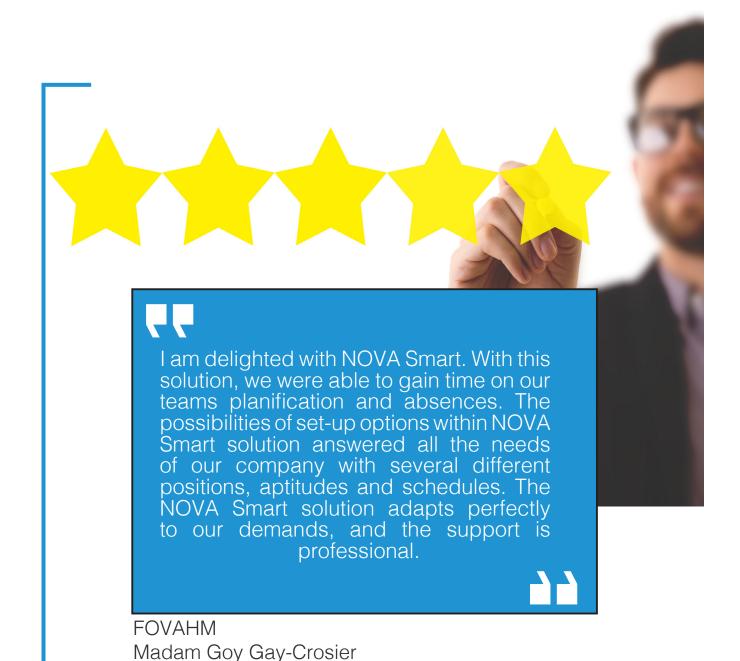
#### **NOVA SMART APP**

Time management in your pocket! Today's generation is accustomed to using apps in everyday life; this should not stop in their work life. Our app is simple to use and provides pivotal time and attendance functions for your employees, including, time off requests, scheduling, expenses, and web clock. Your employees will feel empowered with the feeling of more control of their requests. The app integrates perfectly with the NOVA Smart HRMS suite so the data will be centralised. Your team will be able to function even if a member is remote.

## TAKE ADVANTAGE OF OURUNIQUESUPPORT SERVICE

NOVATIVE are renowned for providing outstanding HR and Payroll services. When you partner with us, we will always be available for support and advice. When you select our outsourcing service, you will be given a dedicated member of the NOVATIVE team. Unlike most outsourcing providers, you will always have access to your data at no extra cost.









### ARE YOUR READY TO TRANSFORM YOUR HR?

## **OUR MISSION**

NOVATIVE SA is a Swiss company, which is growing throughout Europe and America, offering a global solution in human resources management since 1993. Our expertise in all areas of human resources has allowed us to develop our portfolio to serve more than 600 clients, many of which we have long-standing relationships with. Our solutions are tailor-made, so we listen carefully to our clients' needs and pay close attention to detail to develop the right solution for our clients. We build our software NOVA Smart, in-house, this means all of our modules are fully integrated, and we can create adaptations, especially for clients if needed. Our interest is the success of our clients, so we work transparently and supportively to ensure this.

#### JOIN FORWARD-THINKING COMPANIES











25 Years Established



20 Local Legislations



