

Human Resource Services HR Solution

Take your HR service to the next level. ACS provides a comprehensive HR Solution suite to help you tackle your HR challenges.

Benefit from our years of success as an HR outsourcing leader, and gain an integrated technology solution that improves your HR function and performance. Our clients value the flexibility, scalability and speed-to-implement that our HR Solution provides.



When you outsource your HR administration to us, you benefit from:

- Best practices
- Highly skilled professionals
- The latest technologies and tools.

We can rapidly deploy a total suite of integrated tools to enhance your HR service delivery. Our solution is built on expertise in transformational HR outsourcing. It encompasses subject matter experts, best practices and thought leadership.

The result is a solution that mitigates your risk by leveraging our own investment in self-service tools and technology. That technology uses standardized components to provide a solution to transform HR efficiency. In addition, our HR Solution will enhance your participants' experience and provide greater visibility and control of operating expenses.

Our Quick Implementation

Our HR Solution is pre-configured, which ensures accelerated implementation timeframes and client satisfaction. Using comprehensive collection templates, we aggregate your requirements to ensure your specifications are met.

We provide a detailed, step-by-step process checklist that guides you through implementation. Comprehensive test scripts improve testing quality in systems and service processes. This approach enables efficient operational preparedness, while also providing consistent measurements for operational readiness review.

Let us help you redesign, redeploy and restructure your company's HR organization, staff and service delivery model. Our services have been successfully deployed in:

- Multinational organizations
- Midsize companies
- Government agencies
- Not-for-profit organizations.

These clients have leveraged our continuous improvement, innovation and economies of scale. The results: organizational agility for growing or contracting companies – as well as cost savings for years to come.

Human Resource Services

Our Services

By leveraging our technology, thought leadership and best practices, you gain efficiencies and savings, as well as comprehensive products and services.

Services	Solution
Benefits Administration: Defined Benefit, Defined Contribution, and Health and Welfare Plans	Total Benefits Solution and Self-Service
Compensation Management and Administration	Employee and Manager Self-Service/PeopleSoft®
HRMS System of Record	PeopleSoft
Inquiry	Call Center
Learning Services	Learning Technology Platform
On-Boarding (Pre-employment HR Administration)	On-Boarding Tool
Payroll Administration	PeopleSoft Payroll
Performance Management and Administration	Employee and Manager Self-Service/PeopleSoft
Processing	Centralized at locations
Recruiting	Virtual Edge® Applicant Tracking System
Reporting/Analytics	Oracle Business Intelligence HR Data Mart
Self-Service Tools	Employee and Manager Self-Service
Succession Planning	Employee and Manager Self-Service/PeopleSoft
Workflow	Primarily paperless via Online Document Management (ODM) and SmartForms

Our Advantage

By partnering with us, you can transform your HR services into more-efficient operations. Specific advantages include:

- HR cost savings
- Streamlined processes
- Robust integration of your:
 - Branded website
 - Employee service center
 - Data exchange
 - Vendor management
 - Communications
 - Decision support tools
- Enhanced HR tools
- Increased data accuracy and availability
- Access to innovative technologies
- Six Sigma quality
- Global service delivery
- Risk mitigation.

Our Consulting Services

Through Buck Consultants – an ACS Company – our pre-configured HR Solution also gives you direct access to our consulting expertise in:

- Communication
- Compensation
- Health and Productivity
- HR Technology and Administration
- HR Transformation
- Human Resource Services
- Retained Organizational Design
- Retirement.

Contact Us

E-mail: hcms-information@acs-inc.com

About ACS

ACS is part of Xerox's \$22 billion global enterprise with 140,000 employees serving our clients in 160 countries.

You can learn more about us at www.acs-inc.com.



A **xerox**  Company