DeFonz Lockhart

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HRM-520 Human Resource Information System

Selecting and HRIS Application

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**Introduction**

Lockhart Enterprise Express (LEE) has assessed, identify and pointed out some of the processes conflicting Gladwell Grocery stores from being successful and breaking through the 21st century. What we would like to do is move forward with an HRIS system that can efficiently address the issues that we have found within Gladwell’s organization. Before picking the right system LEE needs to prioritize the benefits, choose HRIS type, and choose HRIS Vendor.

**Benefits of a HRIS**

There are many benefits to an HRIS system. A great, well efficient HRIS system will improve the overall performance of the cooperation. It’s is imperative to choose the top benefits to help Gladwell improve its HR processes. With the implication of a new system Mr. Bell can free up man hours and focus on other business aspects of the company. The new system will improve productivity, reduce errors and maintain compliance, while also performing analyses. Three benefits this new system would provide Mr. Bell, are Reducing the errors in payroll and employee information database. Automatic payroll systems can manage the payroll process without assistance, currently Mr. Bell is using excel to enter employees work schedule, time and attendance, as well as printing out payroll checks. With an automatic payroll system, Mr. Bell wouldn’t have to manually enter information as much as he does now. Employees will be responsible for checking in and out of work. Mr. Bell would only then have to run reports and analyses to keep track of all the employees time and attendance. This system will also require to use direct deposit. The use of direct deposit would ensure the employees are paid on time and faster than Mr. Bell handing them a check, ultimately reducing errors, and saving money from not using paper. Ability to recruit, and make selections quickly is a huge benefit. Cutting down the streamline it takes for a prospective candidate to complete a new hire process is critical because the more time the more money spent or loss depending on the circumstances. A system that allows candidates to upload their resume and then filters the information into a database of qualified or unqualified candidates will allow Mr. Bell to only spend his time on those candidates that actually meet the selection criteria. The system will also be able to store applicant information for future references just in case their skills are needed later on. This will indeed help Mr. Bell and any other manager select and hire candidates faster, by simplify running queries within the database of whom they need for the job. HRIS simply saves time. Not only for the company but for the employees as well. This is just another benefit that allows employees to complete day to day functions, and to complete task without direct HR personnel support. For employees, an online, self-service HR portal can process a variety of requests, such as payroll look-up, paid time off requests, employee handbook access and even annual benefits enrollments (Doherty Employment Group. 2013, June 14). Automation increases the time it takes to process information, reports, and quires. With automation companies do not have to dig through piles of paperwork, or filing cabinets looking for an employee information or company financial reports. Automation reduces labor time for human resources, and increases consistency of data output. Without Automation companies would be left in the stone age. Automaiton increases the quality and well being of the organization.

**Identifiable Issues**

Recruitment, employee relations, training and development, compensation and benefits are all major human resource functions that would be beneficial to the Gladwell Grocery Store. However, training and development play the biggest role. The biggest issue is at the Gladwell grocery store is that Mr. Bell does everything himself. Mr. Bell needs a team to help handle the HR functions, and in order to build the team, you must be able to train the team on functional areas needed in order for the grocery stores to continue to grow. By reaching out to the consulting firm we are able to train the team members on payroll, scheduling, and record management. Implementing a database that can track each employee’s hours, time off request, shift and of courses process electronic payroll, will improve the current issues at the store. This training will take a few months, However, once a system is up and running and employees are trained then they can also train others to perform the task as well. Since, Gladwell has particular needs, it is also my recommendation that we look at commercial off-the-shelf (COTS) software. This type of software will allow LEE to create exactly what Gladwell and Mr. Bell’s new HR team need to do perform the task effectively. COTS are well tested and proven to work, so to cut down on time when training the new team, it is best to go with a system that is generic.

**Conclusion**

Lockhart Enterprise Express (LEE), specializes in making companies great again. Gladwell grocery stores would benefit from out services because it modern day and time they are behind the curve for being a major competitor in the grocery store industry. Mr. Bell is one man, and as hard as he works, he simply cannot do it alone. A business is only as good as the employees, so it is necessary to take care of the current employees on hand. No better way to accomplish that by setting up the right human resource department in order for the company to progress in the future. As stated, the right system can and will change the man hours and money being wasted currently. Furthermore, with the help employees that have been there the longest it will improve the moral of the organization. Employees love those they can trust and who else better than the folks that’s been there. It is my recommendation that we move forward with the implementation of a system, and bring Gladwell grocery stores to the fore front.

**Reference**

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