

Royal Tech – Company Context

Company Identity

Company Name: Royal Tech Information Technology Company

Industry: Information Technology / Software Development

Business Type: IT Services & Software Solutions

Location: Brunei

Business Focus: Software development, web applications, mobile applications, digital solutions, business automation, and technology services.

Company Overview / Objective

Royal Tech is an IT company that develops and provides technology solutions for businesses. The company works on multiple software projects for different clients and manages activities across software development, project management, client coordination, technical support, and business operations.

The company requires a centralized HRMS to manage its growing workforce, employee information, attendance, leave, payroll, documents, approvals, and other HR-related activities.

The main objective is to reduce manual HR processes, improve employee and management access to information, automate HR workflows, and maintain accurate employee and payroll records.

Workforce

Royal Tech has employees working across different roles, including:

- Software Developers
- Project Managers
- UI/UX Designers
- QA / Testing Team
- Business Development
- Digital Marketing
- Administration

- Management

Employees may have different working schedules, responsibilities, and leave requirements depending on their roles.

Current Problems / Pain Points

Royal Tech needs to address several HR and workforce management challenges:

- Managing employee information in a centralized system
- Tracking employee attendance and working hours
- Managing leave requests and approvals
- Handling different employee working schedules
- Managing overtime and additional working hours
- Maintaining accurate leave balances
- Reducing manual payroll calculations
- Managing salary components, allowances, deductions, loans, and advances
- Providing employees with self-service access
- Managing employee documents
- Maintaining proper approval workflows
- Generating HR and payroll reports
- Reducing duplicate data entry
- Maintaining accurate and accessible employee records

Key HRMS Requirements

Royal Tech is looking for an HRMS that can provide:

- Employee Management
- Attendance Management
- Leave Management
- Shift Management
- Overtime Management
- Comp-Off Management
- Payroll Management
- Employee Self-Service
- Approval Workflows
- Employee Documents

- Reports
- Notifications
- Role-Based Access
- HR and Payroll Automation

Presentation Objective

The HRMS presentation should focus on how the system can help Royal Tech **centralize employee management, automate HR processes, simplify attendance and leave management, improve payroll processing, and provide employees and management with better visibility and self-service capabilities.**