

The Future of HR – Automated Workforce

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- The information presented is general in nature and is intended to present an overview of employment practices. The written and verbal contents of the presentation are not intended to constitute consulting and/or advice and no client relationship is established between the presenter and attendees.



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Agenda

- A. What is HR Automation?
- B. What are the benefits?
- C. HR Process to automate
- D. Artificial Intelligence in hiring
- E. The cautionary tale
- F. Questions



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Polling Question

My company has started to harness the power of automation in processes.

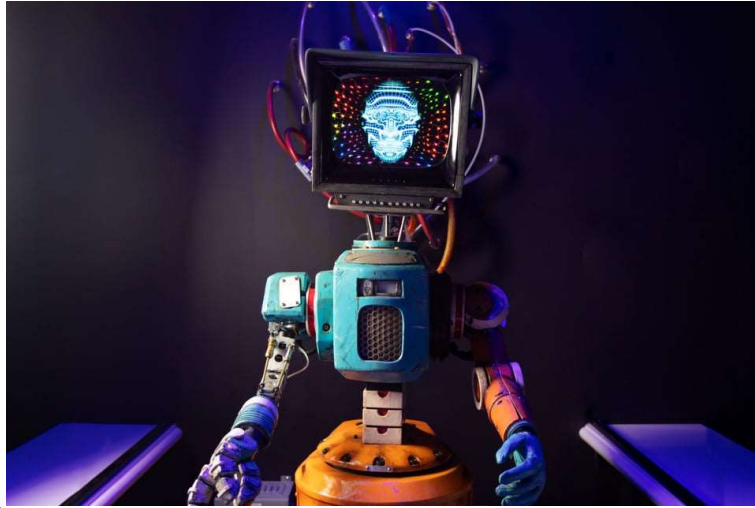
- a) TRUE, we've used it in every channel we can.
- b) FALSE, we haven't had the resources.
- c) What is HR Automation?



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How can I help you?



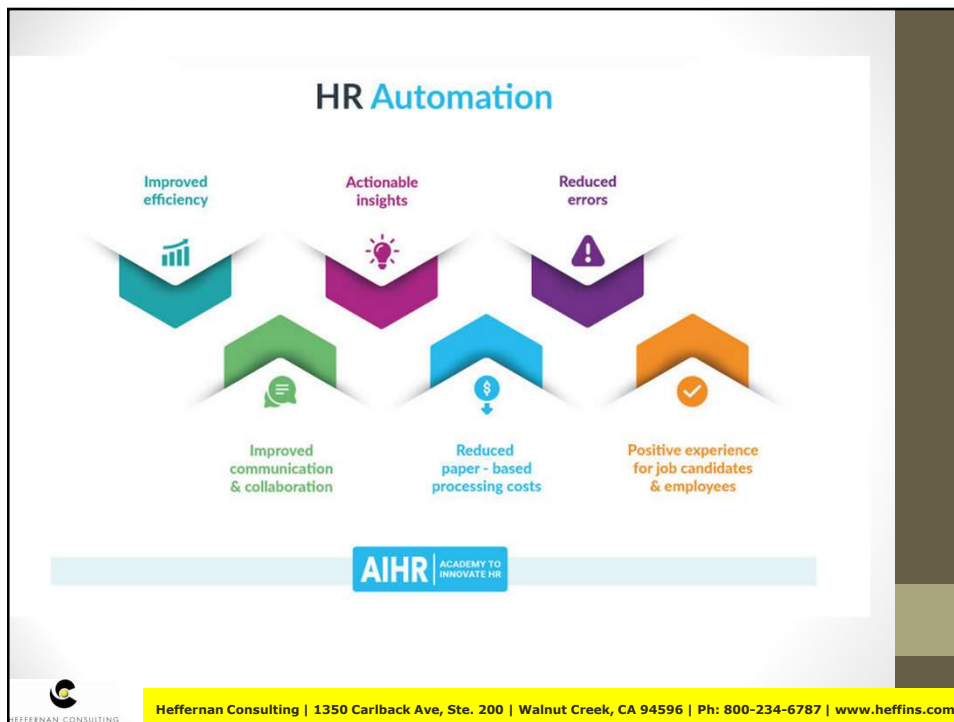
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What is HR Automation?

- HR Automation is the process of enhancing the efficiency and reliability of HR processes.
- Automation takes repetitive, time-consuming tasks and streamlines them.
- Using software, automation replaces paperwork and checklists with programming.



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Benefits of HR Automation

- Improve productivity due to quick processing and data sharing
- Reduce storage and printing costs associated with paper-based processing
- Stay free from compliance risk or policy violations
- Enhance organizational growth through efficient hiring at optimal operational cost
- Reduce data entry errors
- Make business decisions with dashboard reports
- More time to analyze HR data to make intelligent business decision and spend time in strategic work
- Improve candidate experience

What can be automated?

| Task type | Task characteristic |
|---------------|---|
| Frequent | High volumes that must be completed multiple times in an hour, day, or week |
| Repetitive | Involves the same steps or inputs each time |
| Simple | Does not require complex information or problem-solving |
| Scheduled | Regularly occurs at the same time or on the same day each week or month |
| Predictable | Planned element of a regular workflow or process |
| Collaborative | Requires action, input, approval, or visibility from multiple stakeholders |
| Dependent | Triggered by a specific event or change in status |
| Communication | Emails or notifications |



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What can be automated?

- Recruiting
- Employee onboarding
- Offboarding
- Paid leave management
- Expense claims
- Payroll
- Employee benefits
- Performance evaluations



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Recruiting

- Posting jobs on multiple sites at once
- Screening applications/resumes
- Pre-employment assessments
- Tracking applications
- Automated emails



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Artificial Intelligence in hiring



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Employee onboarding

- Document verification
- Signing forms
- Device / log on requests
- Build a skill library
- Assign training



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Offboarding

- Complete documents
- Exit interviews
- Remove access to applications
- Remove from company directory



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Leave management

- Checking the employee's eligibility
- Approvals for leave requests
- Recordkeeping



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Expense claims

- Integration with accounting software
- Better track expenses
- Establish workflows for approvals
- Set spending limits



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Payroll

- Employee self service
- Employment verifications
- Compensation planning
- Memo codes



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Employee benefits

- Bill reconciliation
- Self bill atomization



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Performance evaluations

- Data accessibility for raises and bonuses
- Document discussions
- Performance improvement plans
- Approvals



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Cautionary tale



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“Rather than wringing our hands about robots taking over the world, smart organizations will embrace strategic automation use cases. Strategic decisions will be based on how the technology will free up time to do the types of tasks that humans are uniquely positioned to perform.” —[Clara Shih](#)



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Communicating The Business Case



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Polling Question

What is the best way to introduce automation in a workforce?

- a) Slowly with a great deal of planning.
- b) Quickly so that we can realize the benefits faster.
- c) I'm still not convinced that automation will benefit my company.



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Resources

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Bamboo HR

EverythingBenefits

Fuse

AllyO

WorkBright



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Discussion and Questions

Thank You!



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