

 **mx·SelfManager**
Employee & Manager Self Service

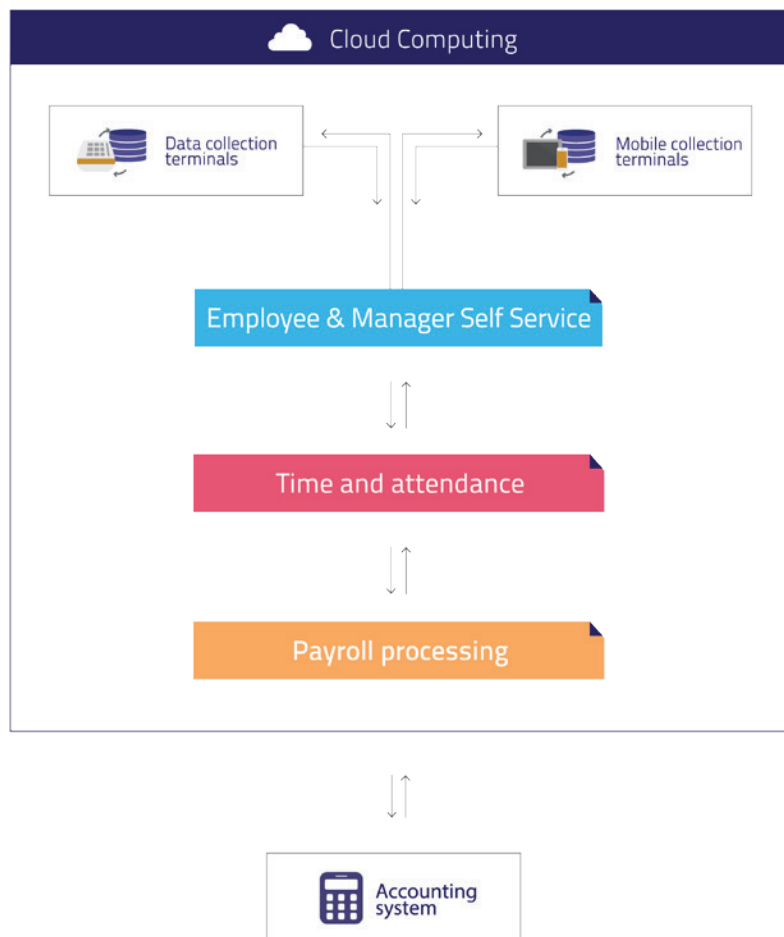


mx
Solution

MAKING A DIFFERENCE IN YOUR WORLD

Employee & Manager Self Service

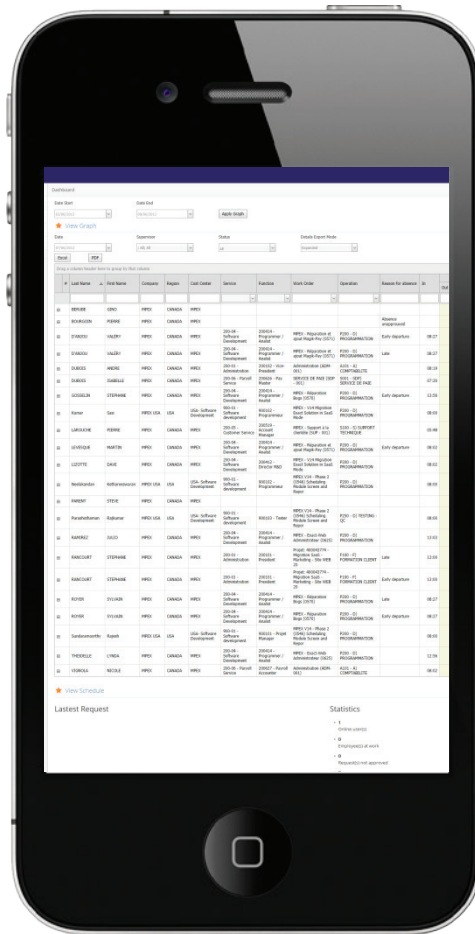
The MX-SelfManager (ESS) is a web-based tool used to simplify the scheduling management of your most important resource – your workforce. ESS provides unparalleled flexibility and Self Service to allow employees access to their most important information over the Internet. Because ESS is an integral part of **MPEX Workforce Management on Demand**, you have greater control over accessing schedule and deployment information at anytime, from anywhere.



Mx-SelfManager from anywhere - anytime

BENEFITS FOR YOUR ENTIRE ORGANISATION

- Its dashboard shows who's in or out ;
- Its dashboard shows who's absent or sick ;
- Its dashboard shows who's working on what ;
- Easily find the right person for overtime ;
- Easily find replacements ;
- Approve online requests for leaves of absence ;
- Approve weekly or daily timesheets ;
- Approve daily exceptions ;
- Request to hire a new employee ;
- Request to lay off an employee ;
- Request to increase an employee's salary ;
- Request an employee's transfer.



Why MX-SelfManager?

TO REQUEST FOR LEAVE OF ABSENCE

Each employees can use their MX-SelfManager on Demand (ESS) to make and review the status(es) of their request for leave of absence. They can also view Time Bank balances through ESS and much more.

TO CONTROL PERSONAL PROFILE INFORMATION

Each employee can access their own personal profile, which includes demographic details and contact information. They can request any personal information be changed and any changes can be done simply and quickly.

TO EFFORTLESSLY SIGN UP FOR OVERTIME AND UPDATE THEIR AVAILABILITY

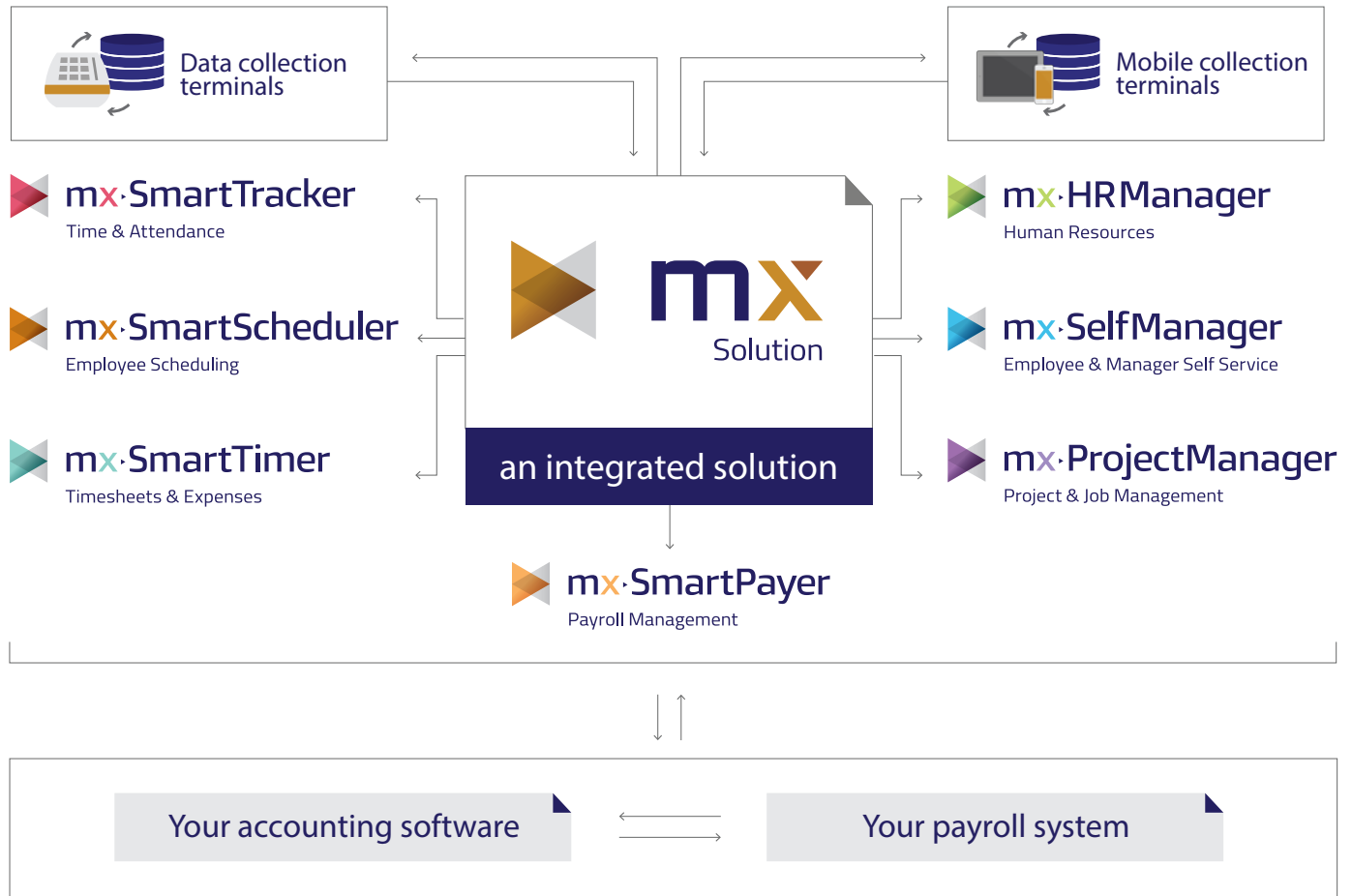
Employees can now request to update their availability online and be available for extra duty or overtime assignments through their own Employee Self Service portals. In addition, staff can input work availability preferences based on department and times they prefer to work. All this information is routed in real-time back to MX-SmartScheduler and MX-SmartTracker to be approved by their supervisor, eliminating the need for paperwork and administrative overhead.

TO ACCESS SCHEDULE, BANK BALANCES & ANY TIME SHEET

Through MX-SelfManager, employees can access his calendar schedules, real-time bank balances, time sheet over any period of time they chose in the past, present and future. And at any time when the manager wishes to modify the schedule of the employee, the employee will be advised by email and act accordingly.

Our other products

MPEX Business Solutions offers a wide range of productivity and workforce management business solutions.



Workforce on demand



Whether your payroll consists of 50 or 5 000 or just a few employees, our integrated solution for Employee Time Sheets & Expenses, Employee Scheduling, Time & Attendance, Project & Job Management or Human Resources, is designed to help companies of all sizes efficiently manage their internal Workforce processes.

With MPEX, only one database is required to manage your entire workforce Management Information.

Avoid duplicated data entries with only one location where you can find all the employee profiles and data you need, from anywhere at any time, from MX-Solution in the cloud as a service (SaaS).