

HR AS A SERVICE



Powering your HR Function

Do you find your HR function just can't seem to catch up, spending all their time on day to day activities leaving no time for important programs and projects?

Orchard provides a powerful cloud HRIS and outsourced Human Resources services to support all aspects of the employee life cycle.

Core HR Administration

We maintain your employee profiles as a single source of truth, covering all employee adds moves and changes from hire to retire.

Our services are enabled by a world class HR Information System which delivers a consumer-style easy to use application experience for all employees.

Onboarding

Our onboarding service provides your new employees with the information they need before they start, collects the information that they need to provide, ensures that accounts for email and other systems are created for them, and manages the employee assets that they need.

Great onboarding creates employees that are engaged and productive from their first day on the job.

HR Enquiry Centre

We can provide an omni-channel HR enquiry centre that all employees use to report issues and request HR services, or look up information in your HR Knowledge Base.

We take the noise out of employee support so that your team can be more focussed.



Performance Management

Orchard can support your ability to transform your Performance Management processes to best practice.

Align employee activities with your business strategy by setting cascading, relevant SMART goals; monitor individual, team, or company-wide progress with an easy-to-use next-generation interface.

Learning & Development

We empower your employee learning and development systems to improve skills, develop leaders, and reduce compliance risk.

Manage a range of learning programs and curricula incorporating e-learning, face to face training, and informal mentoring or networking with and between your subject matter experts.

Advanced & Custom Features

Our services can be extended by deploying additional functional modules, adding advanced reporting and custom analytics, accessing consulting capability, designing mass update or restructuring projects, or developing advanced integration with your other strategic information systems.

- ✓ **Gain access to world class technology, processes and tools without financial investment**
- ✓ **Improve your ability to provide strategic leadership to your business**
- ✓ **Elevate the profile of the HR Group with employees, managers and your Executive Team**

Great People, Smart Business

Orchard's HR Outsourcing Services provide peace of mind, knowing that all of the day to day activity related to attracting, hiring, onboarding, engaging, managing, developing, and retaining your staff are looked after by our professional team.

We include a world-class HR Information System; manage all adds, moves and changes to employee profiles; provide easy to use self-service options; and train our staff to answer HR enquiries from your managers and employees.

Your scarce and valuable HR resources can focus their time developing and executing strategic programs that add value to your business.

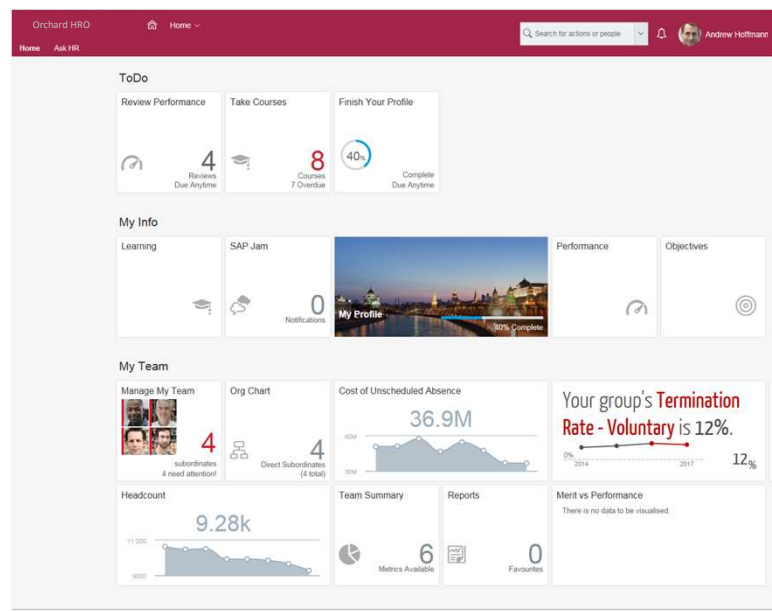
Flexible Service Levels



- Our services are offered in a range of service levels to best meet your needs
- Start with a core set of HR administration services covering adds, moves and changes across the HR lifecycle for your employees
- Enrich your new hire onboarding process to make your new starters engaged and productive from day one
- Add HR Enquiry Centre services to answer any questions from your managers or employees
- Utilise SAP JAM to transform your intranet with professional or social interest groups
- Let us manage your HR processes such as Performance Management, Learning and Development, or Succession and Career Planning
- Extend to custom reporting, analytics, workplace collaboration and consulting services

Embedded HR Information System

- Our technology solution empowers your HR function and engages your employees
- Cloud Solution
- Low Cost, Fit for Purpose
- Better, Cheaper and Quicker
- No Capital Investment
- Pay-per-Use subscriptions
- Self-Service, and mobile application for employees and managers
- Optimised by Orchard for Australian mid-size businesses



Working with Us

As businesses evolve, they have different requirements in HR practices. We combine fresh thinking, strategic choices and strong operational service delivery.

Our services are enabled by leading cloud-based technologies that are already configured for mid-sized Australian business requirements.

We have a no-surprises fee structure – low, predictable, pay as you go subscription fees that can cut your HR admin spend by up to 60%.

For More Information

Please visit our web site to find more detailed information on each of our service offerings, or contact us to see how we can help you transform your recruitment and HR management capability.

About Orchard HRO

Orchard is a privately owned, local Australian firm with offices in Sydney and Melbourne.

Our team provides a range of recruitment and HR services across Australia, New Zealand and South East Asia to global multinationals, ASX listed companies and local Australian firms.

Orchard provides a unique blend of specialist recruitment and HR support capabilities to provide ongoing and project-based professional services.

HR as a Service	Talent Management	Career Centres	Recruitment
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