



# HUMAN RESOURCE MANAGEMENT SYSTEM

INSPIRING PERFORMANCE

Launching on August 5, 2019

## Do you know what's new on the HRMS for Employees?

**Ability to view and update your Benefits** – With the HRMS, you will no longer need to wonder which benefits do you have? What are the supporting documents that are required to claim a benefit? Now, you will be able to view the benefits that you have enrolled in through the system and make updates based on your needs due to key life events – birth, death, marriage changes. No more having to contact HR or benefits service provider to find out benefit related information.

Keep a lookout for our upcoming communicate announcements where we will be sharing more details with you regarding new functionalities within the HRMS, upcoming events, important dates and training sessions.

HRMS Team

---

## Have you missed our previous announcements?

### Don't know what the HRMS is?

The Human Resource Management System (HRMS), is a new Human Capital Management fully integrated, cloud based system that will replace Humber's existing legacy system. The new HRMS will serve as a central source of information for all HR related processes and programs, making it accessible to staff, faculty and other stakeholders through their computer, on or off campus.

Once deployed, the new HRMS provides access to core HR functions, based on your profile as a manager or an employee. Some functionality includes:

- Entering and tracking attendance

- Benefits enrollment
- Entering and approving time
- Talent management (Which includes Recruitment)

And much more!

This would allow HR to:

- ✓ Become Better business partners to faculties and departments
- ✓ Deliver real-time data & information that will improve decision-making
- ✓ Have enhanced reporting capability
- ✓ Streamline processes to enable faster transactions

For managers and employees, the direct access functionality will become the new way of interacting with HR giving you the flexibility, autonomy and a sense of ownership for a better overall manager and employee experience.

As we get ready to *Go-Live* all impacted stakeholders will be receiving training information to ensure that the transition to the new HRMS is easy and seamless.

To find out more about the HRMS, contact the HRMS Change Management Team at [HRMSChangeTeam@humber.ca](mailto:HRMSChangeTeam@humber.ca)

