

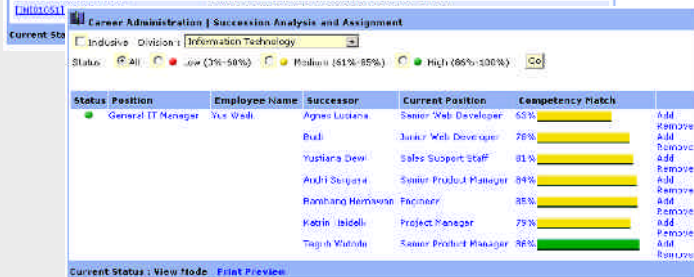
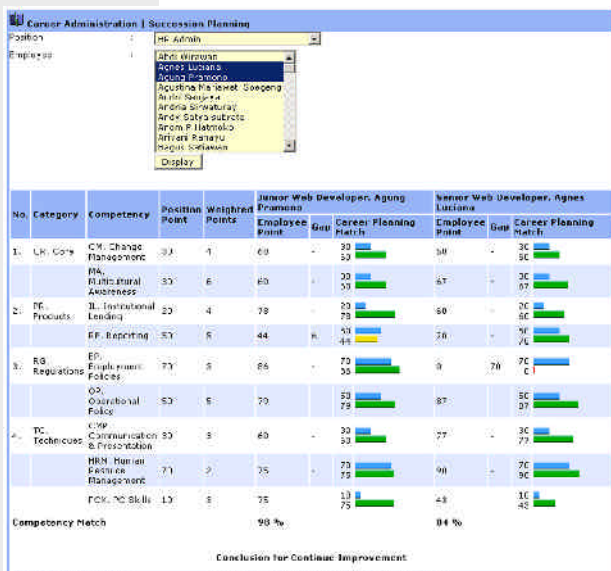
Career & Succession Planning

Introduction

Key positions in any organization must be filled with suitable and well-qualified employees. Comprehensive, qualification-oriented succession planning is a primary factor in the success of a company.

Succession planning is a complex task that requires constant and ongoing attention. Successful organizations devote considerable time and resources to mapping out skills and competencies so that they can hire and train appropriately and achieve a distinct competitive edge.

The primary purpose of SunFish HR is to simplify the whole succession planning process and to act as a tool to identify potential succession gaps within organizations. It does this by using a powerful, yet user-friendly interface, making it a simple program to use and enabling managers to easily identify which key positions are exposed. It is important to create an ongoing and durable succession-planning environment rather than an ad-hoc system, which is just looked at during the annual planning process.



Career & Succession Planning

Benefits

SunFish HR facilitates efficient planning and streamlines the decision-making process. It leads you through every step of career and succession planning, from defining a requirements profile for a position to evaluating the employees under consideration for that position. Specifically Reimbursement Administration delivers of the following benefits:

Compare employee skills with requirement profiles for key positions

With the competency management module, the company will have the best employee for every position; over or under competent employees can be minimized since the system will identified the most appropriate position for certain employees based on their competencies. In the case of an employee positioned inappropriately an alert will inform the HR department to take an appropriate action.

Manage employee career and development planning easily

SunFish HR allows the employee to easily identify their career path and the training needed to fill certain positions. The employee will have clear information about their career path in the company and improvements needed to plan their career

Speeding up the selection process and find the right person for the job

SunFish HR will enable you to locate talent and prepare your organization for growth and ensure you have the right personnel to function at peak efficiency.

Generate succession scenarios to visualize the effects of job changes within organization

Use SunFish HR to develop and maintain strong leadership and to ensure that they address all the skills and competencies required for today's business environment.

Review incumbents and internal/external candidates for certain positions

From recruiting the right candidate to developing new leadership from within, succession planning is essential for an organization to meet its strategic goals.

Smooth leadership transition

A smooth leadership transition from one generation of executives to the next can be achieved if succession planning is a top corporate priority.

Ability to produce user defined reports

The necessity of information within SunFish HR can be easily drill since SunFish HR allow user to produce user define report based on their necessity.

Features

Succession plan

SunFish HR automatically identifies the successor for every employee within the company based on their competency. If there is no successor for certain employee, system automatically shows alert and the HR department may take further action. The system also allows HR to compare several successors within organization to search

Development plan

With the system, HR Department is able to analyze position that suitable for certain position based on the competence. Should the competency gap exist, the system automatically identifies training needed for those employees to increase the competency to match the position.

Flexible search engine

Integrated search engine with wide variety of criteria makes information searching simple and easy with SunFish HR.

Highlighted training requirement

With the system, HR Department is able to analyze training needed for employee for certain position easily. Once configured, the system able to suggest which training needed for certain employees who want to be promoted or transferred.

Multi positions and employee comparison

With the system, HR Department is able to compare several employees based on their competencies. This comparison also can be performed with certain positions to identify which employees have the capability to be promoted.

Job family

SunFish HR is developed with the job family concept where each position within company is classified into certain type based on its job type, as a result the promotion that planned by HR department can be done effectively.

Employee self service

Employees can map out their own career development using the employee self-service role. They can enter preferences, wishes and possible candidacies. Managers can use the manager self-service role to display candidacies, review resumes and agree development measures with employees.

Alerts

Dashboard lights in SunFish HR allow managers and HR department users to watch for and identify issues related to employee competency. Dashboard lights can be configured to identify employees with low level competency, low number of succession candidate for certain position or virtually any other aspect of the competency management that needs to be tracked. Dashboard lights allow the system to keep track of the company weakness from competency point of view; this module also relieves the HR department from manually analyzing the competency status that will consume a lot of time and effort.

Flexible analysis tools

Managers and the HR department have a variety of tools to create reports and analyze career history of employee. Career history also can be maintained through this module, as a result managers able to identify career history of his/her subordinate and plan future career development.