



Fourth Workforce Management Overview

Get the best from your people ... and reduce cost and labour turnover.

Our fully-integrated workforce management solution is designed to help you hire, onboard, schedule, engage and retain the best talent.

With automated, simplified processes, robust analytics, and smart workflows, we lift the administrative burden. Managers get out of the back office and into the front of house, where they can help deliver outstanding guest experiences, and engage with their teams.

Our workforce analytics help you uncover the mysteries of your workforce and understand them like never before.

Applicant Tracking

Manage the end to end hiring process - clearly, simply and transparently.



Drastically reduce the time and cost of hiring new staff and eliminate paper, with a fully digital process.



Immerse applicants in your culture from day one with a fully branded experience.



Ensure employee eligibility and GDPR compliance with secure identity checking.



Safely decentralise recruitment with approval workflows that provide a 'safety net' for hiring managers.



Reduce delays and errors with new employee data flowing through the system, from tracking and onboarding, to scheduling and payroll.

Process #1 - TEAM			Filter
APPLICATIONS		0	Applied
FIRST INTERVIEW & OJE	0	2	Invited / Accepted
FINAL INTERVIEW	1	2	Invited / Accepted
RIGHT TO WORK	0	1	Initialised / Confirmed
POSITION OFFERED	1	1	Offered / Accepted
CONTRACTS	0	0	Awaiting / Completed

HR and Onboarding

Manage and retain your top talent with our cloud-based, fully-integrated system. Drastically reduce admin and costs through automation and employee self-service.



Save time and effort with all HR information securely stored in one place.



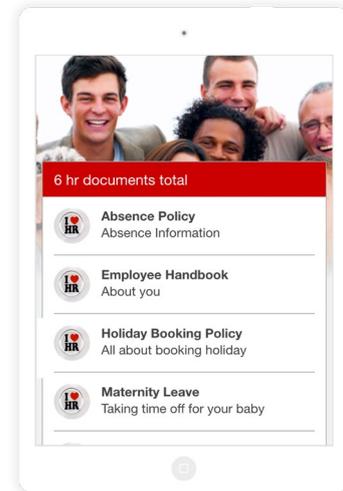
Reduce costs through less admin, lateness and absenteeism with accurate and timely attendance tracking, while automating holiday accrual and pay adjustments.



Get factual insights into employee performance with employee balanced scorecards



Understand the impact of employee projects and policies and spot key trends, with in-depth analytics and customisable dashboards.



Workforce Planning

Create more accurate rotas using demand forecasting. Your managers can now match scheduled labour with demand, increasing productivity, profitability and team morale.



See exactly how many staff you need to meet demand – including non-revenue-generating activities, like prep and clean-up. No more over- or understaffing!



Create perfect schedules with easy-to-use tools, and optimise with real-time time and attendance data integration.



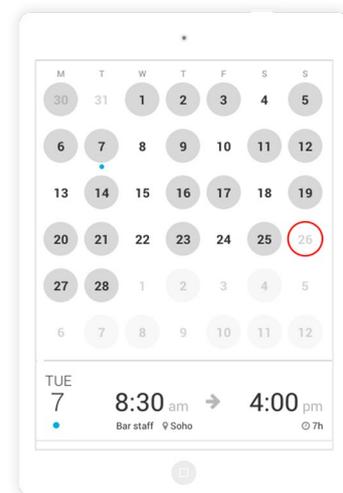
Improve collaboration with staff able to suggest unavailability or request shift swaps, and managers offering open shifts.



Get insight into workforce requirements with multiple levels of rota approvals and snapshot comparisons.



Gain total management control with accurate wage reporting and sales forecasting.



Payroll

Our payroll service removes the burden of payroll and pension admin, ensuring your employees are paid accurately and on time, and compliance with payroll legislation.



Improve accuracy with a fully-integrated HR, scheduling and payroll solution that has achieved HMRC recognition and accreditation by the Payroll Quality Partnership (PQP).



Easily manage multiple employments, varying pay rates, shift work, variable hours, temporary staff, holiday, tip and tronc allocation, expenses and more.



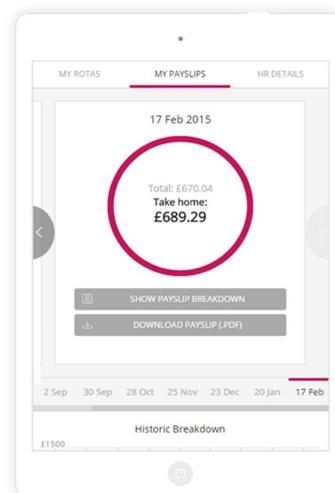
Ensure pension payments are calculated correctly. Get a complete auto-enrolment assessment cycle with the UK's only pension solution that links directly to payroll.



Improve employee's financial health by allowing them access to a percentage of their earned pay ahead of pay day, with no impact to normal payroll processes or cash-flow.



Gain on-demand access to a dedicated, qualified Payroll Hospitality Specialist.



Employee Engagement

Improve your company culture and retain your top employees with connected, engaged and productive staff.



Boost engagement and morale by making it easy for teams to collaborate, with Fourth Engage – a mobile, centralised communication tool.



Keep employees up-to-date via regular, easy-to-post communications such as new menus, new starters and new openings.



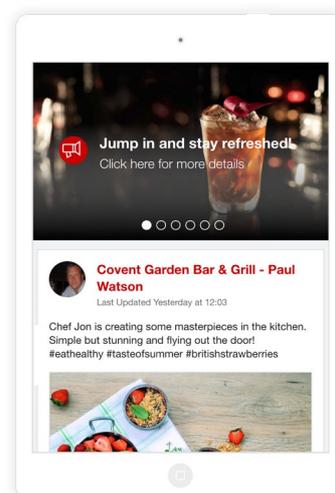
Give your team easy access to their info, from HR policies, to payslips, holiday and more, all on their mobile devices.



Reduce staff turnover by creating a strong culture for greater employee happiness.



See how the guest experience improves by highly engaged employees.



Contact us to find out how Fourth can help improve your labour productivity.

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