

humanresources

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Human Resources

The TxEIS Human Resources (HR) application consists of payroll and staff functions that interact to provide a comprehensive management of employee data and payroll operations. The HR application provides you with the following functions:

- Change payroll frequency
- Manage ACA reporting
- Manage TEAM reporting
- Establish and manage leave records
- Establish and maintain employee professional credentials and certification
- Establish and manage salary tables, records, and grant records
- Manage salary and tax deduction tables
- Maintain salary calculations and employee calendars
- Process payrolls
- Establish and maintain job, contract, and payroll tables for both current and next year budgets
- Export and import HR files
- Run HR reports for all reporting functions
- Maintain employee retirement records