

Fact Sheet

What is MyHR+

Human Resource departments are increasingly being required to be a strategic business area. **MyHR+** is an enabler in improving the operations and delivery of HR services in the public sector. It is an integrated HR and payroll information management system that will serve everyone working in the public sector. The system is being implemented on a phased basis by the Government of Jamaica.

MyHR+ is a very easy-to-use web-based software that allows organisations to manage and operate efficiently.



Benefits Include:

- Strategic and enhanced efficiency in HR management and administration
- Greater access to information through the standardisation of HR functions, policies, practices and procedures
- Data analytics that ensure the availability of evidence-based information for critical thinking and efficient strategy
- Cost efficiency
- Security and disaster recovery on a secure platform

Features Include:

EMPLOYEES

- Access personal data
- Schedule leave, submit claims
- Request salary advance
- View, save and print payslips
- Register for training



HR AND PAYROLL

- Recruit
- Process personnel actions
- Run regular payrolls
- Run off-cycle
- Process bank deposits for net pay and deductions
- Reconcile payroll accounts
- Performance appraisal management
- Competency management

MANAGERS

- Team schedule e.g. leave and training
- Leave approval
- Claims approval
- Performance management
- Training register
- General requests e.g. recruitment and disciplinary action
- Run reports such as performance summary and attendance

The System

MyHR+ is a bespoke system that offers different levels of access based on job function role. The General Interface is the most accessible layer which allows employees to access self-service features like employment record, schedule leave, submit claims, request salary advances, register for training and view, print and save payslips.

The Back Office gives HR/Payroll access to more features than the general user interface. HR and Payroll are able to access employee data and can make changes where necessary, **i.e.** performance management, facilitate recruitment, run payrolls, process bank deposits, and more

Support allows public service employees to contact the **MyHR+** team to address technical issues experienced. The support section of the system gives three (3) options for making contact. These are by email, telephone or through online chat.

FOR MORE INFORMATION:
Visit: www.myhrplus.gov.jm
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