

Simplify and streamline the hiring process with **Employee Onboarding**

Employee Onboarding is a comprehensive online new hire portal, allowing your clients to increase new hire productivity and engagement. Onboarding permits each Authorized User to access via the Internet to enter the Data required by Onboarding including, but not limited to, security questions and answers, address, social security number, direct deposit information, emergency contacts, federal and state withholding status and electronic signatures for downloaded documents.







Features & Benefits

- · Store documents in the cloud
- Enter data once to auto populate across multiple forms
- · Reduces the time and costs associated with managing the process
- · Improve new hire workflow
- Electronic forms to reduce paper processes and automate form collection
- · Withholding assistant with electronic signature
- · Notification to track onboarding effectiveness
- · Welcome message
- · Quick and easy employee set up from My Employer on the GO
- Employee information
- · Direct deposit Set-Up
- · Emergency contacts
- Electronic Forms
- · Federal forms, State forms, Client forms
- Email notification, Confirmation message, Electronic signature

Contact Teresa Kearney today: teresa@panaceapayroll.com