Mawared HR API Documentation

Overview

Welcome to the **Mawared HR** System API documentation. This API allows you to interact with the HR system to manage employee data, payroll, time and attendance, and more. This document details the available endpoints, request parameters, and response formats.

Support

For any questions or issues, please contact our support team at support@mawaredhr.com.

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Authentication

To access Mawared HR API, use the credentials linked to your account (i.e. client key and client secret).
Tip
If you do not have your key and secret needed for login, you will need to follow these steps

Step 1:
Contact your account manager to enable API access to your company

Step 2:
Receive a link to the API section of Mawared HR. This link will only be accessible if you are a business partner

Step 3:
Choose which environment you want to generate a key and secret for, whether for the testing or production environment.

Step 4:
Access the link to the corresponding environment and enter your login credentials using the following.

Parameters
```
mutation login
{
login(input:{
   client_key:"+201225523598"
   client_secret:"fgjsdjgowsetpoiwejtpoieropiwe[iprpoew"
 }){
   access_token
   }
 }
}
```

1. Employee Management
1.1. Get a list of employees
Purpose/description
Retrieves a list of all employees of the company

Endpoint

System Link

https://app.mawaredhr.com/employees?tab=employees

Parameters
Optional Parameters that can be used for filtration
- Status (Default: Active)
- Position
- Department
- Office
- Manager
- Attendance Type (Flex/Shift/office)
- Employees On Probation

Response
For each employee, the following data are returned
- Name
- Phone Number
- Country code
- Email
- Employee Code
- Department
- Office
- Position
- Direct manager
- Copied managers
- Attendance Type (Flex/Shift/office)
- Joining Date
- Gender
- Marital status
- Start Date
- Workgroup

- Work team
- Payment information
  - Payment method
  - Payment Details
- On probation (Yes/No)
  - Probation End Date

1.2. Get Employee personal information

Purpose

Retrieves the information of a specific employee

Endpoint

System Link

https://app.mawaredhr.com/employees/employee-profile/employee_id

Parameters

Required parameters
- Employee

Response
- Name
- Phone Number
- Country code
- Email
- Employee Code
- Department
- Office
- Position
- Direct manager
- Copied managers
- Attendance Type (Flex/Shift/office)
- Joining Date
- Gender
- Marital status
- Start Date
- Workgroup
- Work team

- Payment information
  - Payment method
  - Payment Details
- On probation (Yes/No)
  - Probation End Date

2. Time and Attendance
2.1. Get employee schedules

Purpose

Retrieves the details of employees' schedules

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=work-calendar

Parameters

Required parameters
- Week start/end

Optional Parameters that can be used for filtration
- Employees
- Work Groups
- Work Teams
- Work Places

Response
- Employees
- Dates
- Shift Work Timings
- Shift Workplace
- Attendance Status
- Assignment work timings
- Assignment workplaces

2.2. Get all employees' detailed attendance history

Purpose

It retrieves all the employees' attendance records, including their check-in and break records, and the locations.

Endpoint

System Link

https://app.mawaredhr.com/employees/employee-profile/employee_id

Parameters

Attendance type (Fixed/Flexible)

Optional Parameters that can be used for filtration

- From - To Dates
- Status
- Position
- Work timing
- Office
- Department
- Employees
- Status

Response

- Employee Name
- Record date
- Sign-in/out time
- Sign-in/out locations
- Sign-in/out facial recognition images
- Work duration
- Breaks
  - Break start/end time
  - Break duration
- Check-ins
  - Check-in/out time
  - Check-in/out location
  - Check-in/out facial recognition images
- Penalties
- Record type (Normal day, Normal assignment, Exceptional shift)

2.3. Get a monthly attendance report

Purpose

Shows a summary of all the employee's attendance records on any given month, counting attended days, leaves, and penalties in addition to the number of hours worked, overtime, and expected work hours.

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=monthly-report

Parameters

Required Parameters
- Attendance type (Fixed/Flexible)
- Starting from <u>Month</u> to month

Optional Parameters that can be used for filtration
- Employees
- Position
- Work timing
- Office
- Department

Response
- Employee Name
- Offices
- Departments
- Positions
- Employee Codes
- Holidays
- Days Off
- Attended Days
- Late days
- Absent days
- Leaves taken
- Permissions
- Breaks
- Check-ins
- Penalties
- Work Hours
- Overtime hours
- Number of records with mocked locations
- Number of records with spoofed images

2.4. Get a yearly attendance report

Purpose

Shows a summary of all the employee's attendance records on any given <u>year</u>, counting attended days, leaves taken, and remaining leave balance of the year as well as penalties in addition to the number of hours worked, overtime, and expected work hours.

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=attendance-history

Parameters

Required Parameters

- Attendance type (Fixed/Flexible)
- Year

Optional Parameters that can be used for filtration

- Employees
- Position
- Work timing
- Office
- Department

Response

- Employee Name
- Offices
- Departments
- Positions
- Employee Codes
- Holidays
- Days Off
- Attended Days
- Late days
- Absent days
- Leaves taken
- Permissions
- Breaks
- Check-ins
- Penalties
- Work Hours

- Overtime hours
- Number of records with mocked locations
- Number of records with spoofed images

2.5. Get custom report

Purpose

Shows a summary of all the employee's attendance records <u>according to a certain period determined by the user</u>, counting attended days, leaves taken, and remaining leave balance of the year as well as penalties in addition to the number of hours worked, overtime, and expected work hours.

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=custom-report

Parameters
Required Parameters
- Attendance type (Fixed/Flexible)
- Start Date
- End Date

Optional Parameters that can be used for filtration
- Employees
- Position
- Work timing
- Office
- Department

Response
- Employee Name
- Offices
- Departments
- Positions
- Employee Codes
- Holidays
- Days Off
- Attended Days
- Late days

- Absent days
- Leaves taken
- Permissions
- Breaks
- Check-ins
- Penalties
- Work Hours
- Overtime hours
- Number of records with mocked locations
- Number of records with spoofed images

2.6. Get employees penalties

Purpose

Retrieves a list of penalties to every employee related to their attendance records according to the set of rules applied to the attendance records and the employee

Rules are set according to the work timing selected, if fixed shifts, or the work day template and work hour profile if flexible shifts.

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=penalties

Parameters

Optional Parameters that can be used for filtration
- Employees
- Position
- Work timing
- Office
- Department
- Cause
- From - To Date
- Deducted From
- Applied/Not Applied

Response
- Employee

- Penalty Date
- Cause
- Deducted amount
- Deducted From
- Applied (yes/no)

2.7. Get a specific employee's balance

Purpose
Retrieves all the transactions made regarding a specific employee's balance. It shows the detailed transactions of the annual leaves, sick leaves, and if anything is deducted from salary.
It also includes if deductions are made due to penalties or if requested by the employees themselves

Endpoint

System Link
https://app.mawaredhr.com/employees/employee-profile/employee_id

Parameters
Required Parameters
- Employees
- Balance Type
- Year

Response
- Employee
- Balance Type
- Quantity and unit
- Reason
- The remaining balance after the transaction

2.8. Facial recognition report

Purpose
Retrieves all attendance records and check-in/out records where facial recognition verification is applied and the location of each record.

Endpoint

System Link

https://app.mawaredhr.com/attendance?tab=facial-recognition-report

Parameters

Optional Parameters that can be used for filtration

- Employees
- Departments
- Positions
- Offices
- From - To date
- Show only spoofed images(Yes/No)
- Show only mocked locations(Yes/No)

Response

- Employee Name
- Reference image
- Sign-in/out
    - Sign-in/out times
    - Sign-in/out locations
    - Sign-in/out location verification status (Real/Mocked)
    - Sign-in/out facial recognition images
    - Sign-in/out images verification status (spoofed/live)
- Check-ins
    - Check-in/out times
    - Check-in/out locations
    - Check-in/out location verification status (Real/Mocked)
    - Check-in/out facial recognition images
    - Check-in/out images verification status (spoofed/live)

3. Payroll Management
3.1. Get Employee Salary Information FALSE

Purpose

Retrieves that salary configuration information related to each employee including the day of bonus, penalty, unpaid leave, and the hour of overtime, bonus, and penalty

Endpoint

`user_salary_configration_api`

System Link

https://app.mawaredhr.com/employees/employee-profile/employee_id

Parameters

Required parameters
- Employees
- Starting from date

Response
- Employee Name
- Salary Configuration Start/end date
- Payment Interval (Monthly/Weekly)
    - Week Interval (only if weekly)
- Salary calculation method (Internal/external)

The following attributes will only be returned if the salary calculation method is internal.
- Tax Regulation (Custom Mawared/Egyptian Tax Regulation)
- Payroll Currency
- Base Salary Calculation Method (Monthly/Daily/Hourly)
- Base Salary
- Rate Per Hour
- Rate Per Day
- Rate Per Leave Hour
- Number of hours per leave day
- Allowances
    - Allowance Name
    - Calculation method (Percent of base salary/fixed amount)
    - Allowance Value (Percent/fixed value)

- - - Not Payable for (Absent days/Paid Leaves/Unpaid Leaves)
  - Deductibles
    - Social Insurance
    - Medical Insurance
    - Taxes
    - Custom deductions
      - Deduction name
      - Calculation method (Percent of base salary/fixed amount/percent of gross salary)
      - Deduction value (Percent/fixed value)
- One day of penalty
- One day of bonus
- One hour of penalty
- One hour of bonus
- One hour of overtime
  - Overtime hour amount
  - Overtime factor

3.2. Get Employees Payroll

Purpose
Retrieves the payroll data showing what is added or deducted from the employee's salary and the details of each item.

Endpoint
payroll_v2_api

System Link
https://app.mawaredhr.com/financials?tab=payroll

Parameters
Required parameters
- Payroll Month
- Payroll Week (for weekly paid employees)
- Office
- Currency

Optional parameters used for filtration
- Employees
- Departments

- Positions
- Departments
- Show externally managed employees (Yes/No)
- Payment Status (paid/unpaid)

Response
- Employee_id
- employee_name
- base_salary
- Allowances
- Bonuses
- Overtime
- Loans
- Claims
- Positive tax settlement
- Gross Salary
- Penalties
- Social Insurance
- Medical Insurance
- Taxes
- Unpaid Leaves
- Custom Deductions
- Loan Installments
- Negative Tax Settlement

3.3. Get employee allowance details in the payroll

Purpose
Retrieves the details of the allowances provided to the employee on a given payroll month

Endpoint
payroll_v2_details_api

System Link
https://app.mawaredhr.com/financials?tab=payroll

Parameters
Required parameters
- Payroll Month

- Employee

Response
- Employee
- Payroll month-end date
- Allowance Name
- Allowance amount

3.4. Get employee bonus details in the payroll

Purpose
Retrieves the details of the bonuses granted to the employee on a given payroll month

Endpoint
`payroll_v2_details_api`

System Link
https://app.mawaredhr.com/financials?tab=payroll

Parameters
Required parameters
- Payroll Month
- Employee

Response
- Employee
- Payroll month-end date
- Bonus Name
- Bonus amount
- Bonus Value

3.5. Get employee overtime details in the payroll

Purpose
Retrieves the details of the overtime payable to the employee on a given payroll month

Endpoint

`payroll_v2_details_api`

System Link

Parameters

Required parameters

- Payroll Month
- Employee

Response

- Employee
- Payroll month-end date
- Date
- Number of overtime hours
- Overtime hours value

3.6. Get Employee Payslip

Purpose

Retrieves a detailed view of an employee's payroll items.

Endpoint

`employee_payslip_api`

System Link

https://app.mawaredhr.com/financials?tab=payroll

Parameters

Required parameters

- Payroll Month
- Employee

Response

- Employee Name
- Company Name
- Office
- Department
- Position
- Payroll Period
- Base Salary
- Allowances
- Bonuses
- Overtime

- Loans
- Claims
- Positive tax settlement
- Gross Salary
- Penalties
- Social Insurance
- Medical Insurance
- Taxes
- Unpaid Leaves
- Custom Deductions
- Loan Installments
- Negative Tax Settlement
- Net Salary

3.7. Submit Employee Payroll

Purpose
This endpoint can be used to set the employees' payroll as paid in the system if an external payment gateway is used to distribute the salaries of employees

Endpoint
`employee payslip api`

System Link
https://app.mawaredhr.com/financials?tab=payroll

Parameters
Required parameters
- Employees
- Payroll period

Response
- Success
  - Payroll Submitted Successfully
- Failure
  - Employees have previous payroll periods that still need to be submitted, please submit them first.
  - Employees have pending requests, please review them first.
  - Payroll submission must be done at the end of the payroll period.

3.8. Get Employees Bonuses

Purpose

Retrieves a list of bonuses granted to employees

Endpoint

System Link

https://app.mawaredhr.com/financials?tab=bonus

Parameters

Optional parameters used for filtration

- Employees
- Payroll period
- Payment Status (paid/unpaid)

Response

- Employee
- Amount
- Bonus Name
- Created by
- Payable at
- Payment status

3.9. Get Employees Deductions

Purpose

Retrieves a list of deductions deducted from employees' salaries

Endpoint

System Link

https://app.mawaredhr.com/financials?tab=deductions

Parameters

Optional parameters used for filtration

- Employees
- Payroll period
- Payment Status (paid/unpaid)

Response

- Employee

- Amount
- Deduction Name
- Created by
- Payable at
- Payment status

3.10. Get Employees Claims

Purpose
Retrieves a list of claim requests submitted by employees

Endpoint

System Link

https://app.mawaredhr.com/requests?tab=claims

Parameters
Optional parameters used for filtration
- Employees
- Payroll period
- Payment Status (paid/unpaid)
- Request Status (Pending/accepted/rejected)

Response
- Employee
- Amount
- Incurred at
- Reviewed By
- Payable at
- Payment and request Status

3.11. Get employee loans and installments

Purpose
Retrieves a list of loans and installments requested or submitted by a manager on behalf of the employee

Endpoint

System Link

https://app.mawaredhr.com/financials?tab=loans

Parameters
Optional parameters used for filtration
- Employees
- Payroll period
- Payment Status (Ongoing/Settled)

Response
- Employees
- Loan Name
- Total amount
- Remaining
- Number of installments
- Created by
- Notes
- Granted on
- Payment Status (Ongoing/Settled)
- Installments
  - Installment amount
  - Payment status
  - Payment due date
  - Paid at