

WELCOME TO THE **MARDEN'S** TEAM

FAQs

Common questions, answered.

What is the HR dashboard?

mardens-hr.com



A comprehensive human resource page for all Marden's employees. Here you can find Kronos, the employee handbook, health insurance login, HR contact information and more.

Where is the employee handbook?

mardens-hr.com

"Our Current Employee Handbook" is located on the middle of the page under HR News & Alerts. Click the red view button.

Where can I find my pay stub

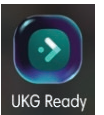
Log in to Kronos. Click the 3 bars  (upper left corner). Click the individual person icon.  My pay > pay history. You'll see your last 3 paychecks. Click historical to see previous pay periods

Where is my schedule?

Log in to Kronos. Click the 3 bars. Click the individual person icon. Click schedule.

How do I download Kronos on my phone?

Locate "UKG Ready" in your phone's app store & install. Marden's access code is 6127576. Log in with your user ID (first name.last name) & password created during orientation.



What is the bell?

Your notification bell in the top right hand corner in Kronos indicates pending HR actions that need to be completed.



How do I enroll in benefits?

If you are full-time, your manager will provide you with the Employee Benefits Summary Booklet. Please review it. HR will contact you in a few of weeks to help you enroll in (or decline) benefits.

QUESTIONS?

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