**Content Writing Tasks:**

**Task 1:**

**Human Resource Management System**

A human resource management system is a set of software applications that support and automate Human resources and related processes throughout the employee lifecycle from the hiring process to automated payroll management, attendance tracking, taxes, employee development and performance, reviews, benefits, compliance, and more.

Using HRMS, reduces the time businesses spend managing HR and administrative issues by providing top-level cloud usage. Using this management can focus on what is important like commercializing products and building team rather than wasting it on small work.

As an advisor I would suggest using HRMS to a pharma company because

* Payroll and Expense Reports can be easily maintained and managed.
* A feature like an employee Income Tax planning and savings portal will be helpful.
* Attendance and Leave Management will be flexible to maintain and handle. We can easily keep track of employee timesheets.
* Performance Appraisals give automatic ratings for employees.
* Skill Management will help to filter which employee has what kind of skills.
* Help Desk allows employees to communicate with the HR team.

Each pharma company may have thousands of employees working in it. All the data like timesheets, payroll, files, and many more of each employee every day cannot be handled and keeping track of it manually is highly impossible. If the company doesn’t use HRMS, I think it will be a huge problem from day 1 of the company like in the hiring process they need to maintain n number of documents and files. Without using HRMS can result in mismanagement and loss of productivity. Timesheets and payroll of each employee maintained manually are highly impossible. It saves a lot of time and physical and mental work. Calendar notifications and reminders for employees will become difficult.