



ORANGEHRM

## THE WORLD'S FIRST

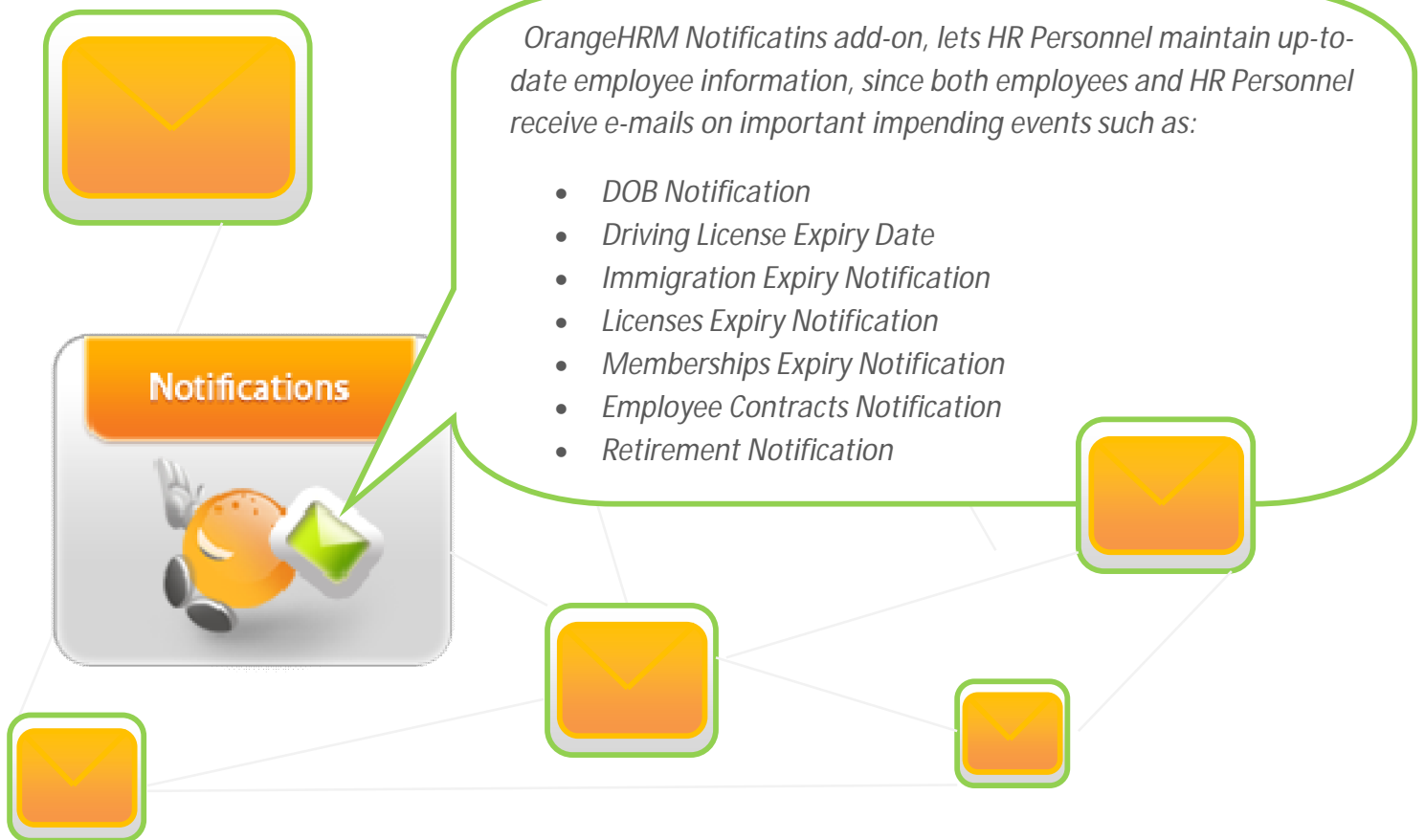
HR App Store



*Does your HRM system capture critical dates of your employee's licenses, passports and contracts ?*



*Most importantly, are HR Personnel & employees notified regarding these dates at the right time?*



## Notifications

*Eg: It is important that your company's HR administrators keep track of foreign employee's immigration information. Through OrangeHRM notifications, HR personnel and the relevant employee will be notified on critical dates, allowing HR personnel plan tasks ahead.*

*Gives a detailed list of Event Notifications created for employees & HR personnel.*

Event Notifications					
Search By: <span>--Please Select--</span>		Search For: <input type="text"/>		Search	Reset
Add		Delete			
<input type="checkbox"/>	Notification ID	Notification Name	Employee Name	Event	Notified Before
<input type="checkbox"/>	1	Your Immigration Expiry Date	Hayley James Scott	Immigration Expiry Notification	1 Day
<input type="checkbox"/>	2	Your Driving License Expiry	Nathan Dobias	Driving License Expiry Date	1 Week
<input type="checkbox"/>	3	End of Employee Contract Period	Ashton Kutcher	Employee Contracts Notification	1 Month

*Allows HR administrators to create new Event Notifications for each employee. Also, relevant officials maybe notified instantaneously about this event by simply selecting the recipients.*

### Event Notifications

Event Name\*

Your Immigration Expiry Date

Employee Name\*

Hayley James Scott

Event\*

Immigration Expiry Notificati

Notified Before\*

1 Week

Recipients

Admin

☐

Immediate Supervisors

☐

Chain Of Supervisors

☐

Employee

☐

Other Recipient

Hayley James Scott

Save

Reset

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