# Daily staff management (Residents hired staff)

## Instant notifications

* + Are you often left wondering whether your domestic help will skip work? App makes it easier for your residents to plan their day by sending notifications of the arrival of maids, nannies and other staff.

## Attendance review

* + App will make it easy to do attendance reviews instead of manual entries.

## Community staff ratings

* + Who better than your neighbors to help you find a better nanny, driver or cook! With crowd-sourced daily help reviews, your home will always be in good hands.

**Module: Resident Hired Staff (Daily Help)**

**Version: Mobile**

Description: This module will be available into mobile version. This module will manage all the staff hired by the residents in society/community such as Maid, Driver, Cook, Milkman etc. They will be categorizing as daily help. The complete process will be as following:

S01 Security will verify the document provided by daily help and add them if found eligible. The following details will be captured by the security:

1. Name
2. Fathers Name
3. Address
4. Mobile Number
5. ID Card Type
6. ID Card Number
7. Property Name
8. Property ID
9. Type of work
10. Photo
11. Biometric
12. QR Code (generated by application)
13. Police Verification ID No
14. Police Verification Upload

After completing all the documentation security will generate identity card of the daily help.

S02 Resident who have the requirement of daily help will access available list of daily help and Resident can add these daily help into his flat. The steps are as following:

|  |  |
| --- | --- |
|  | Resident will add daily help by selecting the options on dashboard. |

|  |  |
| --- | --- |
|  | On pressing of add daily help button, residents will get the list of all available daily help. |

|  |  |
| --- | --- |
|  | For Example, if resident will choose maid option, the all the available maids are listed with their details. |

|  |  |
| --- | --- |
|  | By Selecting a particular maid, the following details will be visible on the screen:   1. Photo 2. Mobile Number 3. Call option 4. Contact details share option 5. Rating 6. Work in Houses 7. Add to Household Button   By using add to household button resident will add maid from his flat. |

|  |  |
| --- | --- |
| C:\Users\Shikhar\Downloads\WhatsApp Image 2022-10-25 at 15.57.25.jpeg | Resident can also choose the free time slot of each daily help before add. |

|  |  |
| --- | --- |
| C:\Users\Shikhar\Downloads\WhatsApp Image 2022-10-25 at 16.02.44.jpeg | Resident can also check the status of INSIDE of daily help. |