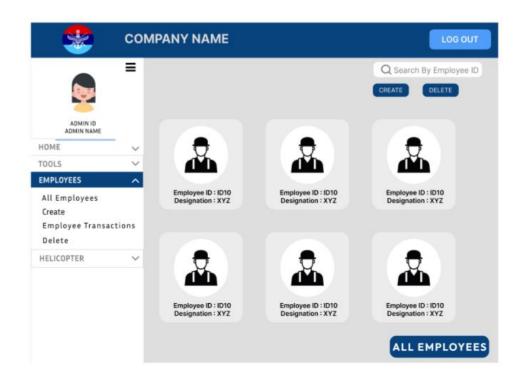
## **EMPLOYEE**

### DISPLAY PAGE



## Employee Display Page key features:

### 1. Employee List:

- On this page, you'll find a complete list of employees who are currently in an active state (i.e., in service).
- The list includes essential details such as employee names and employee ID.

### 2. Search Functionality:

- To quickly locate a specific employee, use the search function.
- Enter an employee ID, and the system will instantly retrieve the corresponding profile.
- This feature streamlines the process of accessing employee information.

#### 3. Service Status Division:

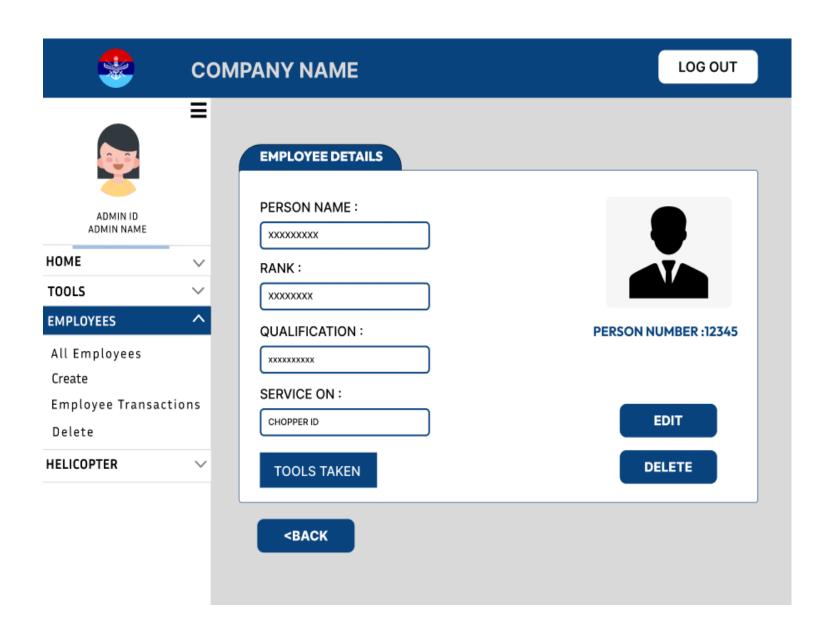
- For ease of navigation, we've categorized employees into two groups:
- <u>In Service</u>: These are active employees currently working within the organization.
- <u>All Employee</u>: To view employees who are no longer active (on leave, not in service), and in service employees, click on the "All Employees" section.

### **Employee details(in-service)**

### **Individual Profiles:**

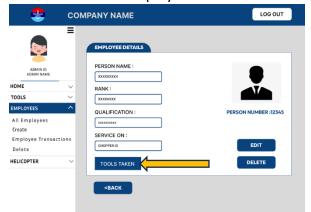
- Clicking on a specific employee's name opens their detailed profile.
- Within an individual profile, you'll find comprehensive information about the employee's name, employee ID, Rank, Qualification, type of service working on, tools taken.

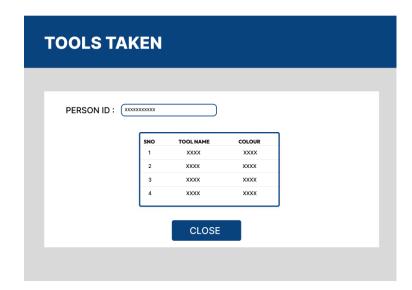




## Tools Taken

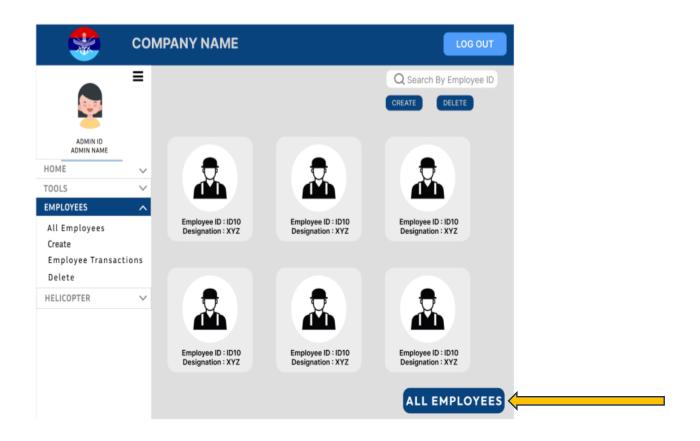
When you click on "Tools Taken," a popup will show the tools that employees have issued during the particular service

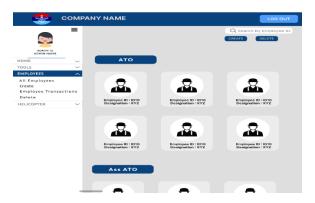




### **ALL EMPLOYEES**

Clicking on "All Employees" displays a list of **all employees**, regardless of whether they are currently in service or not. To enhance ease of searching, we've further categorized employees based on their **rank**.











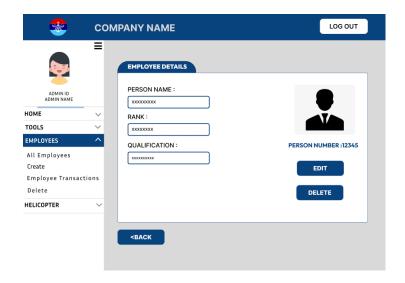


## **EMPLOYEE DETAILS(OFF-SERVICE)**

### **Individual Profiles:**

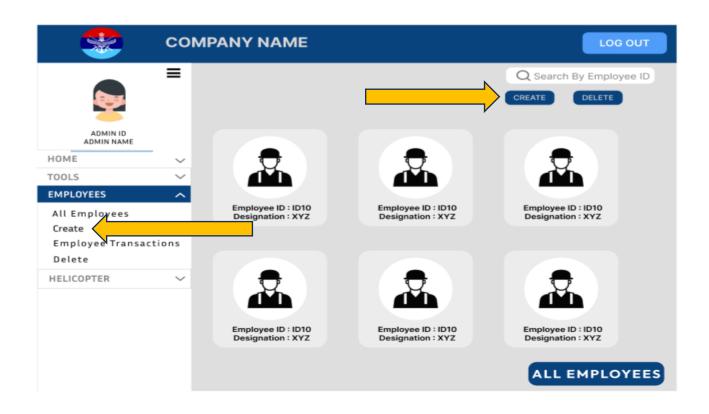
- Clicking on a specific employee's name opens their detailed profile.
- Within an individual profile, you'll find comprehensive information about the employee's name, employee ID, Rank, Qualification.

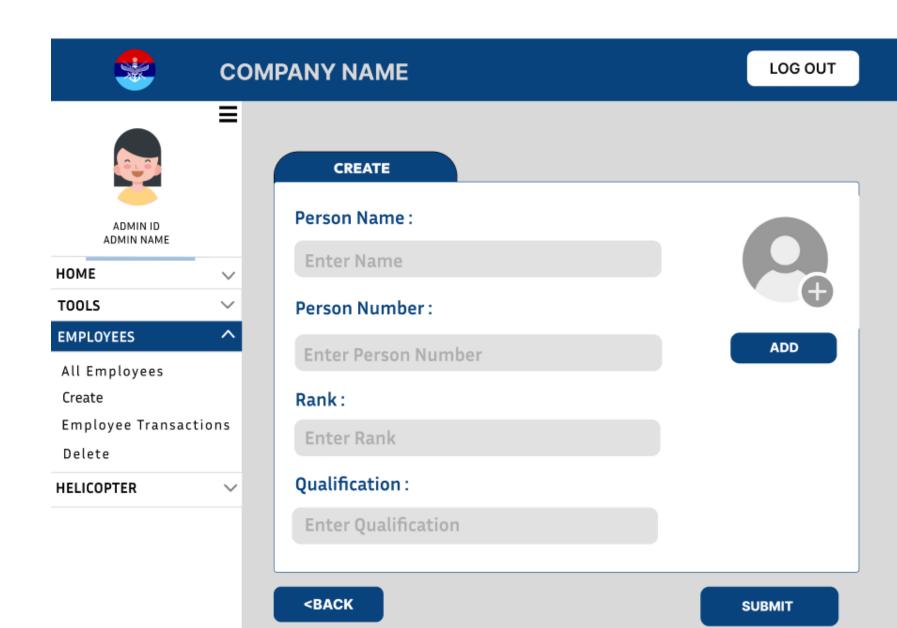




## **Create an employee**

- Clicking the Create button, you'll be redirected to the page where you can add a new employee.
- After filling in all the necessary details, click the **Submit** button, this action saves the employee information in the system.
- Associate the employee with a biometric (fingerprints), once the biometric is successfully added, a pop-up message will confirm that the employee has been created.







## **COMPANY NAME**

LOG OUT





ADMIN NAME

### HOME

TOOLS 

EMPLOYEES 

HELICOPTER

CREATE

## ADD BIOMETRIC OF PERSON



BACK

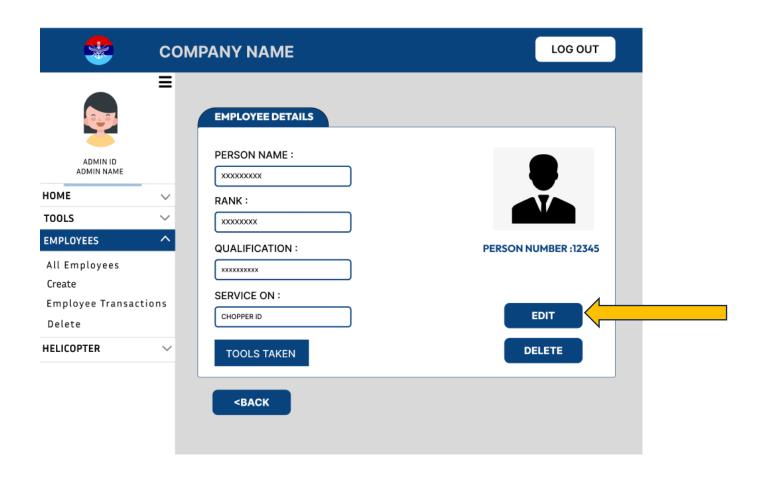
# **CREATE**

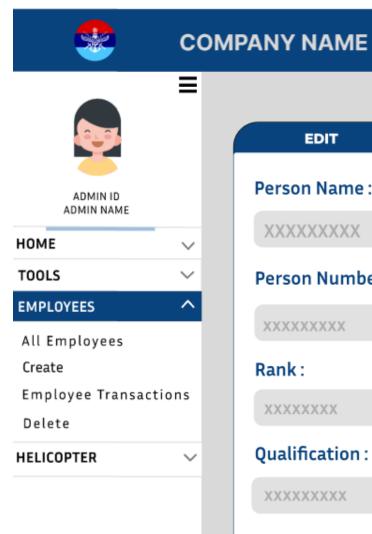
## **EMPLOYEE CREATED**

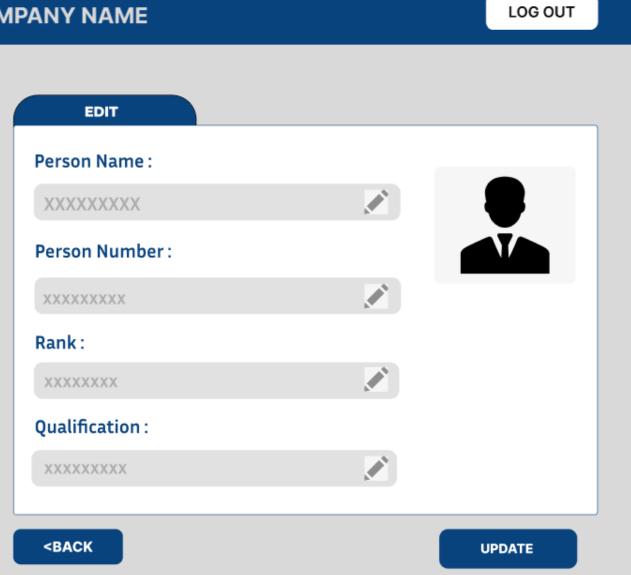
CLOSE

### EDIT AN EMPLOYEE

• Select the **Edit** button to modify employee details. Once you've made the necessary changes, ATO authorization is required. Upon successful authorization, a pop-up confirms that the employee data has been updated.







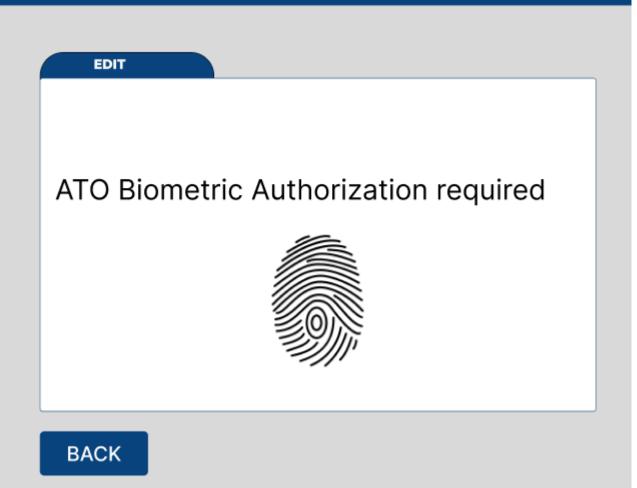


## **COMPANY NAME**

LOG OUT







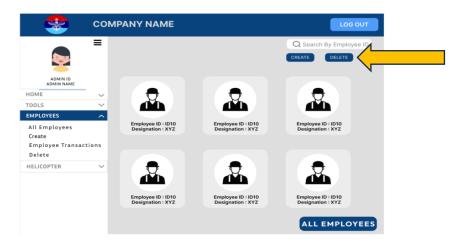
# **EDIT**

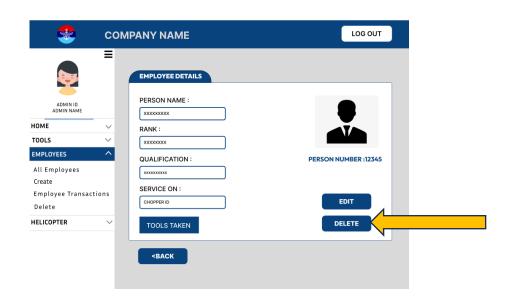
## **DETAILS UPDATED**

CLOSE

### **DELETE AN EMPLOYEE**

Select the **Delete** button to remove employee details. Prior to deletion, ATO authorization is necessary. Once authorized, a pop-up will confirm that the employee data has been successfully removed.







## **COMPANY NAME**

LOG OUT



ADMIN ID ADMIN NAME

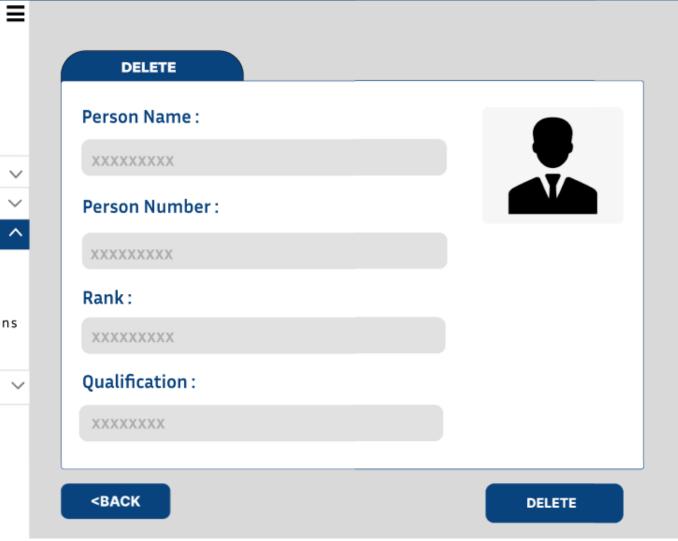
HOME

HELICOPTER

TOOLS 

EMPLOYEES 

All Employees
Create
Employee Transactions
Delete





## **COMPANY NAME**

LOG OUT





#### HOME

TOOLS 

EMPLOYEES 

HELICOPTER

#### DELETE

## ATO Biometric Authorization required



BACK

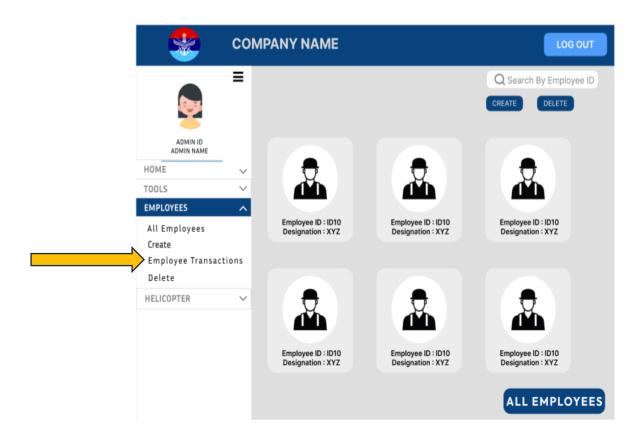
# DELETE

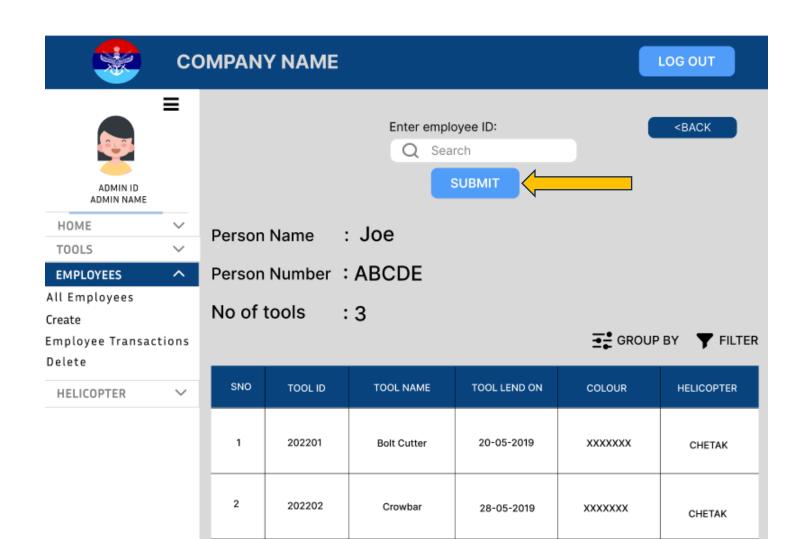
## **PERSON DELETED**

CLOSE

### **EMPLOYEE TRANSACTIONS**

When you click on **Employee Transactions**, you'll be prompted to enter the employee ID for their transaction. After submitting it, you'll see details such as the employee's name, ID, and the number of tools they've taken. The information is presented in a tabular format, including tool IDs, names, lending dates, colour, and helicopter details. For convenience, there are options to group by and filter the tools data.





Wrench

20-08-2019

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