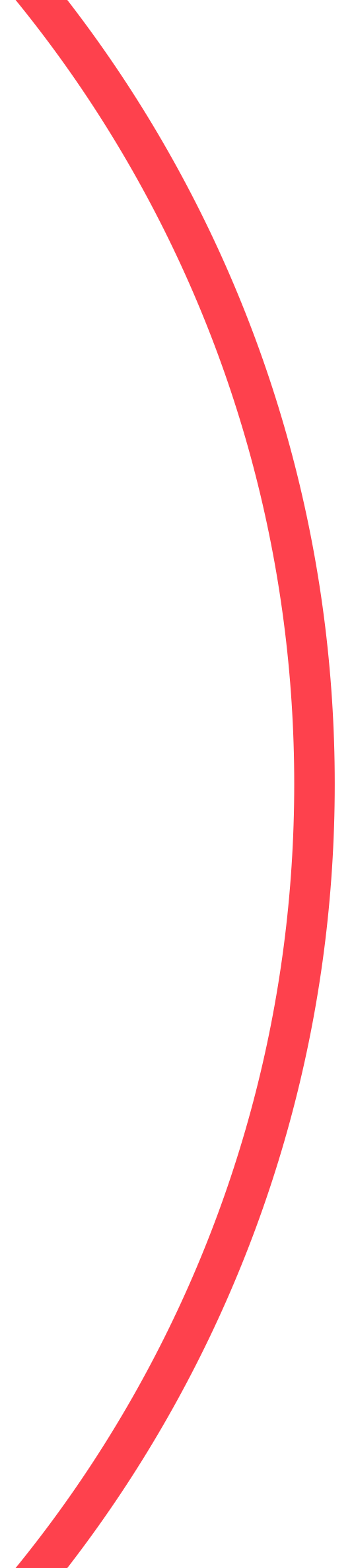




Time Tracking Bench Jobs

April 2024



PS bench jobs

These guidelines apply in most instances:

- Individuals who are delivery-focused and at the senior manager level or below may utilize a bench job for time entry when transitioning between billable projects.
- Our delivery population at director level and above do not use bench jobs. Their time is recorded on an industry or capability job.

We employ RPA to review time entry on Sr Manager and below bench jobs.

Bench job design

- The majority of countries and major territories will have their own designated bench jobs.
- Additionally, there are specific groups within the organization that have their own unique bench job.

Examples:

- PSAIL

Common reasons why you may encounter issues with time entry or receive rejections

Person is:

- Assigned to a billable project full time
- Recording more hours than permitted given partially billable assignment
- Recording more than 8 hours in a day to bench job
- Not part of the delivery organization
- Industry aligned
- Non-billable for 2+ weeks and has not updated their resume (Enrich resume compliance)
- Director level or above
- A traveler
- A contractor
- An intern

Need help?

If you encounter an error, rejection or believe you have an exceptional case, please follow the instructions provided in the pop-up on roar.

For assistance, feel free to contact your project lead, supervisor, or staffing partner.



How to find your Bench job in roar

Do a search for bench to find the right job:

Search a job

bench

My agency

Other agencies

Show All



PS bench job list as of April 2024

COUNTRY/CITY	ALTAIR ID	PROJECT NAME
India — Delivery Team	H537G-000030-00	INDIA.BENCH.Delivery
Australia — Delivery Team	HP241-000016-00	EU.AUS.BENCH.Delivery.SrManager&Below
Dubai — Delivery Team	HM021-000044-00	EU.AE.BENCH.Delivery.SrManager&Below
Germany — Delivery Team	HG532-000021-00	EU.GER.BENCH.Delivery.SrManager&Below
London — Delivery Team	H3832-000050-00	EU.UK.BENCH.Delivery.SrManager&Below
France — Delivery	HF075-000121-00	EU.FR.BENCH.Delivery.SrManager&Below
Singapore — Delivery Team	H4192-000005-00	EU.SING.BENCH.Delivery.SrManager&Below
Switzerland — Delivery Team	HG541-000004-00	EU.SWZ.BENCH.Delivery.SrManager&Below
US — Delivery Team	H1903-000059-00	NA.US.BENCH.Delivery.SrManager&Below
Canada — Delivery Team	H2131-000011-00	NA.CA.BENCH.Delivery.SrManager&Below
LATAM – Delivery Team	H6106 -000002-17	PS Bench Work Time
PSAIL	ALTAIR ID	PROJECT NAME
London — PSAIL Team	H3832-000051-00	EU.UK.BENCH.PSAIL
Canada — PSAIL Team	H2131-000012-00	NA.CA.BENCH.PSAIL
US — PSAIL Team	H1903-000060-00	NA.US.BENCH.PSAIL



thank you

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