

1. Super Admin

- **Access Level:** Full system access.
- **Permissions:**
 - Manage all user roles and permissions.
 - Configure system-wide settings.
 - Access and manage all modules and data.
 - Monitor system logs and audit trails.
- **Users:** CEO, System Administrator.

2. HR Manager

- **Access Level:** Comprehensive access to HR modules.
- **Permissions:**
 - Manage employee records and profiles.
 - Oversee recruitment processes.
 - Handle onboarding and offboarding.
 - Manage leave and attendance policies.
 - Conduct performance evaluations.
 - Access HR reports and analytics.
- **Users:** HR Heads, Senior HR Executives.

3. Payroll Executive

- **Access Level:** Access to payroll and compensation modules.

- **Permissions:**
 - Process employee salaries and benefits.
 - Manage tax deductions and compliance.
 - Generate payslips and financial reports.
 - Access payroll reports and analytics.
- **Users:** Chirag.

4. Department Manager / Team Lead

- **Access Level:** Access to team-specific data and approvals.
- **Permissions:**
 - Approve leave and attendance requests.
 - Monitor team performance.
 - Manage team schedules and tasks.
 - Access team reports and analytics.
- **Users:** Department Heads, Managers.

5. Employee (Self-Service)

- **Access Level:** Limited to personal data and requests.
- **Permissions:**
 - View and update personal information.
 - Apply for leave and check balances.
 - Access payslips, ESIC documents
 - Submit expense claims.

- View personal performance evaluations.
- **Users:** All employees.

6. Recruiter

- **Access Level:** Access to recruitment modules.
- **Permissions:**
 - Post job openings.
 - Manage candidate applications.
 - Coordinate interviews and feedback.
 - Access recruitment reports and analytics.
- **Users:** Recruiter.

7. Tech team

- **Access Level:** Access to system settings and integrations.
- **Permissions:**
 - Manage system integrations.
 - Ensure data security protocols.
 - Handle technical support and maintenance.
 - Monitor system performance and logs.

Users: IT Support Staff, Tech team.

Feature / Module	Super Admin	HR Manager	Payroll Manager	Dept. Manager	Employee	Recruiter	IT Admin
Employee Data Management	✓	✓	✗	View Team	Self	✗	✗
Leave & Attendance Management	✓	✓	✗	Approve Team	Request	✗	✗
Payroll Processing	✓	View	✓	✗	View	✗	✗
Recruitment Module	✓	✓	✗	✗	Apply	✓	✗
Performance Management	✓	✓	✗	Review Team	Self	✗	✗
System Configuration	✓	✗	✗	✗	✗	✗	✓
Reports & Analytics	✓	✓	✓	Team Reports	✗	✗	✓
User Role Management	✓	✗	✗	✗	✗	✗	✓