

# Introducing Collage HR



collage

Canada's Leading HR, Benefits, and Payroll Solution

Employers with Benefits by Design (BBD) fully-insured benefits plans have access to Collage HR, Canada's leading HR software for small and medium-sized businesses, at **no additional cost**.

Collage HR allows employers to streamline their people, benefits, and payroll processes through an easy-to-use platform that offers:

## Secure HR Record Management

Keep all of your employee files online in ONE central place, accessible from any device. Data is safe and secure in Canada with Amazon Web Services. Create custom permissions so the right people have the right access.

## Recruiting

Tailor and support your company's full-cycle recruiting process. Post jobs to your branded company job board, Indeed and social media. Sort applicants into intuitive recruiting funnels with easy collaboration and ratings.

## Paperless Employee Onboarding

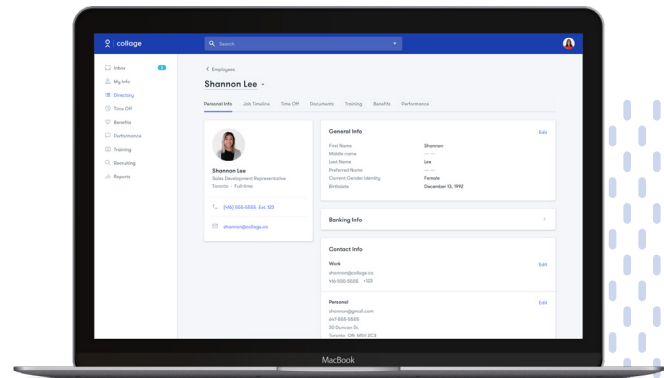
Collect all employee data online before their first day. Electronic signatures and custom document templates, automated tax forms and more!

## Performance Reviews

Help your employees reach their full potential with one-on-one meetings or 360 degree performance reviews. Easily collect and share valuable, confidential feedback and track career goals.

## Time Off Tracking

Track multiple leave policies for different employee groups. Employees can request time off, from any device, with online manager approval. Balances are accurately, autocalculated and visible to employees, managers and HR.



## Employee Training

Create and tailor training programs for new hires and existing staff and track their progress to help them learn and grow.

## HR Reporting

Access your employee data instantly with out-of-the box reports, or easily build your own.

## Digital Benefits Administration

With Benefits Sync, employees can enrol onto your benefits plan in Collage with data synced to your insurance provider. No more paper enrolment forms or double-entry.

## Payroll Sync

*(available at a cost of \$3 per employee per month)*

With Payroll Sync, Collage will sync new hires, terminations, time off and compensation data to your existing payroll provider. *Full Service Payroll is also available for an additional cost.*

## Want to Learn More?

Contact your Director, Partners Solutions, TPA+ to **book a demo with Collage HR**

[collage.co](https://collage.co)