INTELLIGENT EMPLOYEE MANAGEMENT SOLUTIONS

Mitrefinch Time and Attendance and HR Management Systems improve employee efficiency, reduce absenteeism and increase productivity.
Mitrefinch specializes in the development of Workforce Management and Time and Attendance solutions enabling organizations to better measure, analyze and manage employees’ working time, and deploy human resources more effectively.

Used by over 4,000 organizations around the world, and across a broad range of industries, our clients are benefiting from:

- Automating employee time tracking
- Customizable report generation
- More efficient payroll administration
- Superior planning and control of employee schedules and job costing
- A central repository of employee data, from contract details, benefits and compensation, to vacations, training and qualifications
- Accurate on-site reporting for Workplace Health & Safety requirements

About mitrefinch ltd

The Mitrefinch range of software includes:

- Time and Attendance
- Mobile Workforce Management
- Absence Management
- RFMLA/FSLA Tracking
- Employee Scheduling
- HR Management
- Self Service Tools
- Time Allocation System

Mitrefinch US Head Office operates out of Massachusetts, with other global offices in Canada, United Kingdom, Australia, New Zealand and partners in Ireland and France.

Lahey Health Behavioral Services, 1,000 employees, Mass.

Mitrefinch’s scheduling function makes it easy for administration to determine needs, and to make sure that the correctly skilled staff is always deployed. When there is enough staff to meet the needs of clients, both care and the patient experience are improved.

Mitrefinch Time and Attendance Software saves medical facilities time and money — time and money better spent on the programs and services the community demands.
Workforce Management Solutions

In order to stay ahead of the curve in today’s business world, organizations must find time and cost saving advantages to remain competitive. With over 35 years of expertise and constant innovation, Mitrefinch can enhance your organizations strategy and bring up to the minute functionality that will allow you to stay ahead of the game.

Mitrefinch is a leading provider of workforce management solutions for medium-large organizations. With cloud and on premise solutions, Mitrefinch is fully customizable to accommodate the working patterns and work rules of your business, supporting flexible and shift work across multiple sites and pay centres.

Mitrefinch TMS will save you vital management time and reduce administration costs – giving your business a razor sharp competitive edge. Mitrefinch solutions integrate to adapt to your way of working and respond to your needs. The level of customization provided continues to be unmatched in the industry.

With 1,000 employees and 19 locations, Mitrefinch provides us with a consistent timekeeping solution. We also love the centralized database as this gives us the ability to consolidate our employee time and attendance data. They have been extremely supportive of our unique industry and provided us with excellent technical and project support.

Steve Gardner, Director of Technological Operations
All Star Transportation
Employee time and attendance

Managing your workforce in an efficient, fast and smart way can significantly improve your business in terms of profit and productivity.

To ensure you’re getting the most from your staff – and to discover better ways to manage your team’s working hours – the smart choice is implementing the Mitrefinch Time and Attendance system into your business.

As well as monitoring employees’ working times, the system collects attendance information which you can analyse to find better ways to increase productivity – not to mention, reduce administration costs and time.

The Mitrefinch Time Management System (TMS) software is used by some of the world’s leading organisations, across a wide range of industries including manufacturing, transport, retail, health and service centres.

Mitrefinch TMS is fully customizable and offers a wide range of functions and reports, ensuring that it operates the way you need it to. This includes accommodating various work rules and regulatory compliance, seamlessly working with different currencies, checking payroll, planning future work and running “what if” scenarios.

The service from Mitrefinch is quick and dependable, staff are always pleasant to deal with. Whenever I email customer support, they are able to help me in no time. We are looking into expanding our software needs with Mitrefinch because their product can handle our complex workforce needs. Great people to work with.

Patty Turcotte, Senior Staff Accountant Manchester Community Health Center
Biometric Time and Attendance

The Mitrefinch Biometric Time and Attendance system works by scanning a digital representation of an employee’s unique fingerprint to record when they clock in or clock out from the machine. It stores ‘fingerprint templates’ - a digital representation of the fingerprint, not the actual fingerprint itself – so employees and supervisors alike can rest assured that privacy is protected and security maintained.

Mitrefinch can capture data from a range of biometric devices either as the sole means of registering attendance, or in combination with a swipe or fob card to gain access to pre-approved areas.

- Prevents employees from borrowing cards from each other to gain access to controlled areas
- Reduces time and attendance fraud, prevents ‘buddy clocking’ – where one employee clocks on or off for another
- Can be used for identity verification – to ensure that the person using the card is the person authorised to use it
- Protects employees’ security – copies of fingerprints are not stored and cannot be retrieved from the terminals

Our challenge at CK Greenhouses Inc.; was to eliminate buddy punching with a biometric system that works under extreme conditions. I can recommend the Mitrefinch Employee Time Clock as it operates efficiently in a rather challenging environment where other systems have failed. The Mitrefinch support team continues to exceed expectations. The transition from project planning to implementation was seamless. They are always there to help. Chris Kurtz, Business Analyst CK Greenhouses Inc.

We design and manufacture our biometric terminals in-house, offering our customers maximum flexibility in design.
The ability to accurately manage performance and cost jobs is an extremely valuable strategic asset, allowing you to measure the capacity and efficiency of departments and employees, and make swift decisions on production priorities. Cost control is even more important where project teams operate across multiple contracts and sites, costed and payable at hourly rates.

Keeping operating costs in check through the efficient use of labour and ensuring the maximum task allocation during a shift day are critical factors for organisational control.

The powerful Mitrefinch Labour Costing system allows you to plan daily and weekly tasks across multiple cost centres, compare planned tasks and budgets with those already achieved, and track projects by hours, quantity, or cost.

Allocate employee time to specific jobs or projects

Supervisors stand to benefit from unprecedented insight into who is working on what, where, when, for how long, as well as gain knowledge into what works best.
More workers than ever are working from home, at various sites during the day, or even working while travelling from location to location. The Mitrefinch Mobile Workforce applications improve workplace productivity by making it easier for supervisors and employees to complete a wide range of work related and administrative tasks from any location, at any time.

By utilising mobile devices they are already familiar with (including iPhone, tablet, Android and more), employees can clock in/out or on/off specific jobs from remote work sites, request holiday leave, and review their work information in real time.

Mobile workforce solutions

Although a sick day here and there may not seem like much, the disruption it generates can be widespread. Finding cover for the shift requires bringing in other team members who had previously had the day off, or hiring temporary staff - which often means higher pay rates. On top of that, replacement employees often require training to carry out the work - time that could have been spent in more productive ways.

Here at Mitrefinch, we understand the importance of effective workforce management and our system can simplify the way your business handles absences, and yield better insights into absenteeism. Our sophisticated software can also quickly determine the impact that employee attendance has on your bottom line.

Absence Management

The Mitrefinch Time & Attendance system has been instrumental in our business success. The system has significantly reduced payroll administration time and increased operational efficiency. Time Management Software has made workforce management much easier and generated significant savings across our entire business.

John Li, Chief Information Officer
International Gemological Institute

We understand the challenges of handling a mobile workforce. Our software is equipped to manage work-related absences and schedules for remote workers in the most efficient and seamless way possible.
Creating work schedules for your employees, and managing the contracted hours of staff in a cost effective and fully-compliant fashion can be a complicated and time-consuming task, especially if you operate a flexible working time policy.

Mitrefinch’s time and attendance software, TMS, automates this workforce management task for you – keeping your operating costs as low as possible, ensuring that the right staff are on hand to serve your customers, and that you are in compliance with employee legislation and health and safety requirements. Secure in the knowledge that all this is taken care of, you can concentrate on the strategic and operational running of your business.

Because staff can be assigned to shifts according to necessary skills/ training, and contracted hours, the risk of error or non-compliance is eliminated.

TMS is fully adaptable to your workforce management requirements: you can schedule staff numbers to mirror forecasted customer numbers over a given period, or ‘on-the-fly’ to meet emergency requirements.

**Employee scheduling**

TMS allows you to schedule staff to fixed and flexible shifts according to predefined budgets. Any subsequent shift/scheduling changes will trigger a notification if the shift is in danger of exceeding budget.
As your business grows and HR faces the task of handling large-volume employee data, the need for a single, integrated system for employee records, meaningful analysis, reporting and audits become apparent. Mitrefinch’s HR Management system helps you manage employee work hours, absence, recruitment and training more efficiently.

Our software serves as a central repository of employee data, from contract details, benefits, to vacations, training, and qualifications. You enter information only once and update at one place when a change in information is due.

The stored information can be used to run reports on past and present data, such as training and development requirements.

You can configure the system for role-based access control. That means some users can only access and read documents and reports, while others can edit and modify.

**Working at Bruin Plastics, we needed an accurate payroll tracking system. Mitrefinch provided us with the answer. They have a robust software and support system that fits our workforce needs. I would recommend Mitrefinch to those who are trying to get their payroll processing into the 21st century.**

Kevin Pettit, Controller Bruin Plastic
Workplace health and safety

In the unfortunate event that an emergency occurs within your organization, the Mitrefinch Time and Attendance System can be used to quickly account for everyone on the premises.

With a real-time record of everyone who is on site, emergency first responders are armed with the right information to ensure that everyone is evacuated safely.

- Provides real-time information as to the whereabouts of your staff in case of an emergency
- Zone registration means fire crews can accurately pinpoint people in need of rescue and disregard evacuated areas of the site
- Improve security and peace of mind, knowing that employees and visitors can’t enter or exit the site without registering at a terminal first
- Particularly suitable for sites that are at risk from both fire and chemical spills

My company has been with Mitrefinch for 14 years. The system is easy to use and is custom built for us – when we have a question or need a report developed the process is fast and simple. Payroll reports are easily exported each week. Errors are reduced and time is saved – win win for all!

Katie Sens, Director of Human Resources Chemprene
Customer Support

We aim to create a long lasting partnership with every Mitrefinch customer, to ensure your system grows with your business needs for years to come.

The team at Mitrefinch are available on the phone via email and in person to assist you in getting the very most from your system. From guiding you through a new procedure, to troubleshooting your data, we can help.

We will proactively guide you through system upgrades and statutory changes to keep you up and running. We also offer system administration, health checks and a report writing service – invaluable services for keeping larger systems in great shape.

As a business with multiple sites we found their BioMetric systems a Must have important tool and they have capability and expertise to adapt and tailor a system to your business’s specific requirements. I would not hesitate to recommend them to others.

James Madigan, Facilities Lead, GE Energy

Mitrefinch Time and Attendance Software is the most flexible system I have worked with and it has integrated well with our own business systems.

Frank Concannon, IT Manager, Sennheiser

Mitrefinch depth of knowledge of the Hotel industry requirements set them apart from their competitors. We see Mitrefinch as partners in our business, we enjoy working with them and highly would recommend to other Hotel Groups.

John Timmins, CFO, Radisson Hotel, 1,400 Hotels Worldwide

Finalist: Payroll World Awards 2015
This award recognises excellence within the payroll software industry.

Finalist: ‘IT Application’ - Australian Manufacturing Endeavour Awards 2015
This award recognises novel and cost-effective IT applications and implementations that made a significant and positive impact on the business in terms of efficiency, cost management and profitability.

Finalist: ‘Excellence in Innovation’ - South West Sydney NSW Business Chamber Awards 2013 The South West Sydney NSW Business Chamber Awards, an initiative of the NSW Business Chamber, is designed to celebrate and recognise business excellence across the state.

Finalist: ’Technology Application Award’ - Logistics & Materials Handling Mercury Awards 2013 The Mercury Awards pay tribute to logistics and materials handling providers and independent companies who embrace innovation and best practice.

ISO9001 Quality System Management - Accredited ISO9001 is an internationally recognised standard for quality management systems, scrutinising all areas of business life. Mitrefinch have been ISO9001 accredited since 2009.

ISO14001 Environmental Management - Accredited ISO14001 is an internationally recognised standard for the development of an effective Environmental Management System and it exists as a framework to assist organisations in developing their own environmental management system. Mitrefinch gained ISO14001 accreditation in 2011.

Helping you manage your most valuable resource – your people.

TIME & ATTENDANCE
LABOUR COSTING
MOBILE WORKFORCE
ABSENCE MANAGEMENT
ROSTERING
HEALTH AND SAFETY
FATIGUE MANAGEMENT