HR-Expert General

Webdesk **HR-Expert** is an application for personnel managers to manage employees and internal organizational elements. It is a standalone application based on Webdesk EWP. To be able to use Webdesk HR-Expert, **Webdesk EWP** must be installed and each HR-Expert user must also be created as a Webdesk master record.

Webdesk HR-Expert uses the same database as Webdesk EWP and additional tables to store the information to be managed.

Which functions offers Webdesk HR Expert in this version?

- Person master data with contract history and position, job, and organizational history
- Management and assignment of skills
- Management of relatives
- Management of personal bank accounts and salaries
- Managing information about disabilities
- Assignment of responsibilities
- Institutional training of the employee (classical training)
- Establishment plan and organisation chart
- Comprehensive reports
- Full text search by person, job, position, location, organizational unit and cost center

Authorization options

The authorization to access Webdesk HR Expert can be controlled by assigning your own role in the Webdesk Administrator. Only the administrator can adjust masks, menu items or reports in HR-Expert.

Use of HR Expert Reports in Webdesk EWP

The reports available in HR-Expert can also be used as Webdesk menu items for a manager self-service and thus be made available to a more willing group of users.

Shared administration of persons and groups

Every person created in HR-Expert is automatically visible in the Webdesk EWP Administrator. Conversely, each person created using the Webdesk EWP Administrator also automatically creates an employee in HR-Expert.

In principle, the core information of a person can be administered via both accesses, but important personnel-relevant administrative attributes such as employment contract, job affiliation, private addresses, and so on can only be administered via HR Expert.