

5 in 1 Software

STOP paying huge fines !!!

eReminder® Multi Document Expiry Alert Management Software



Alerts you by sending automatic e-mails

Documents expiry alert management system:

Helps you in tracking various documents expiry dates by alerting in advance by showing in a single window, by report and by sending emails. It is having unique power of sending e-mails (about expiry alert notification) by itself automatically to concerned employees and PROs. If documents are not renewed in time, it will send complaint e-mail to concerned managers automatically. Facility to add and track your own documents by category, by sub category, by department and by entity.

Examples as follows:

Employee documents:

Passport, visit visa, employment visa, health card, work permit, labor contract, probation period, driving license, SIM card etc.

Vehicle documents:

Traffic license, motor insurance, warrantee etc.

PRO documents:

Labor computer card, Emigration computer card, e-dirham etc.

Company documents:

Trade license, emigration computer card, chamber of commerce certificate, tenancy contracts etc.

Office equipment documents:

Warrantee expiry , annual maintenance contract (AMC) expiry etc.





● *Employee additional info:*

This module helps you by recording complete information about your employees like general information (name, designation, telephone, mobile, e-mail etc.), current address, permanent address, emergency contact numbers, blood group, education details, work history, experience history, salary and benefits history, leave history, leave salary history, gratuity information, items taken and returned history. Extensive search facility and many useful reports on above information.

● *Address book:*

Helps you to organize address and contact information of different category people in an alphabetical tree format. Generates address labels. Facility to send email. Extensive search and reports.

● *Task / appointment manager:*

Helps you in scheduling and tracking of various tasks / appointments with different date and time. Monitoring status of tasks person wise and type wise. Extensive search, reports and alerts.

● *Greetings:*

Sends greeting cards automatically to your employees on their birth days, anniversaries, festivals etc. on behalf of company. Extensive search, reports and alerts.

CALL US FOR FREE DEMONSTRATION

or submit your enquiry at www.ere minder.ae

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