Poltrona Frau 1912

client
Poltrona Frau Group

sector
Furniture

no. of employees
over 1.000

turnover
247 million euros

web site
www.poltronafraugroup.com

solution:
> **Payroll**
> **Time & Attendance Management**
> **Employee Budget**
> **HR Portal**
> **WorkFlow Time & Attendance**
> **WorkFlow Vacation Plan**
> **InfoBusiness**

HR Zucchetti, style and a unique design for Human Resources Management

Poltrona Frau Group operates in the high-end furniture sector and is active on the international market with three significant brands: Poltrona Frau (having a history of over 100 years), Cassina and Cappellini.
Starting with the half of November 2006, the parent company, Poltrona Frau S.p.A., is publicly traded on the Telematic Stock Exchange of the Italian Stock Exchange, STAR segment.
There are three business lines: Residential, Contract (large achievements in auditoriums and theatres) and Interiors in motion (car and train interiors).

ZUCCHETTI
SOFTWARE & ICT SOLUTIONS

Client's Requirements

Poltrona Frau Group had to simplify and standardize the employee administration and management processes in order to make them more efficient and cost-effective. Therefore, the Group was searching for time & attendance and payroll processing solutions in order to avoid time losses and eliminate the risk of mistakes arising from manual data entry. Another need was to support the activities of the Management both by analysing data related to turnover rates, compensations, absenteeism, etc. and by defining the budget dedicated to human resources. Finally, the Management wanted to optimize the communication with the employees and systemize and govern the entire flow of requests and additional leaves related to absence, vacation, travel expense notes and business trips which, starting with the employee, involve various company players (Managers, Management and Human Resources Office).

Accomplished Project

The project developed for Poltrona Frau Group relies upon Zucchetti HR, the suite for the complete management of all aspects related to human resources, composed of solutions developed with web technology that share a unique Master Data base. In order to meet the administrative requirements, time and attendance management and payroll processing applications have been installed, and connected between them, allow the direct transmission of attendance data eliminating the risks related to the manual upload. At a later stage, the employee budget management software was launched allowing the Management to deploy sophisticated budgeting and monitoring analyses of various components of labour costs (new projects, increase of orders, integration of new employees, etc.). Moreover, thanks to the InfoBusiness software, the Human Resources Office can create Business Intelligence reports in order to analyse the management efficiency and monitor the main events related to the staff (absenteeism rates, effect of overtime, internal redundancy, medical leave, etc.).

Finally, the project concluded with the development of the cooperation and communication between the employees and the Human Resources Office. HR Portal allows Poltrona Frau Group to publish on-line, for the employees, all the services, the information and the employee self services. HR Portal becomes the only access point via web on which all the services and the information, i.e. payslips, time cards, company and personal communications, are published and can be easily accessed by the employees 24/7. The WorkFlow Time & Attendance module allows the employees to access their own monthly time card, to check mistakes and to directly add their own requests (vacation, additional leaves, medical leaves, etc.) which shall be subsequently approved by their manager and sent to the payroll procedure without further communications or manual interventions. The WorkFlow Vacation Plan module automates vacation requests: employees see the already planned vacation from their working group and add their requests that shall be checked and approved by the managers.

Why Zucchetti?

Eng. Roberto BOSELLI – CIO

Since 2008, we have undertaken a path to harmonize and simplify the management platforms and systems used by various companies within the Group. Among the involved processes, the HR ones were found.
Today, we can say that we have a unique time and attendance management and human resources management system with significant savings in terms of process management and system maintenance. Thanks to the analysis tools, data can be quickly submitted from the Group aggregate to the chart of each cost centre in the single company. Another important project was to manage the mistakes within the HR platform, with significant savings in terms of time. The printing and distribution of documents related to the employee (payslip, CUD, etc.) shall be eliminated once the documents are published on-line.