



officeware work

HUMAN RESOURCES & PAYROLL SYSTEM

Empowering
Human Resources
& Payroll Management

employees

ANTONIOU, MYRIA

Save Schemes | Languages | Skills | Training | Previous Employment | Reviews | Incidents | Attachments | Assets | Payroll Items | Tax Items | Personal Details | Employment Details | Payment Details | Termination Details | Other Details | Emergency Contacts | Education

Code: 01161 Reference: 00161  

Salutation: Miss

First Name: MYRIA Last Name: ANTONIOU

Middle Name: Nick Name:

Gender: Female Date of Birth: 14/06/1963 Age: 25

Marital Status: Single SS No: 959044 ID Type: ID Card No:

Nationality: Cypriot Social Security No: 751095 ID No:

Address: 9 THERMOFILON Pension:

Address: POTAMOS YERMASOISIAS 4043

Town/City: LIMASSOL

Home Tel: Mobile Tel: 99528140

Work Tel: Fax:

Work Email:

Other Email:

Other Contact:

Details:

In the early days **Management of Workforce** of an organization was just the need to prepare payslips or checks quickly and correctly. Today the fulfilment of the above requirement, although absolutely essential, is not enough. **Personnel Management** became a demanding process which cannot be carried out effectively without a complete system taking into account the full **Human Resources** activities. **officeware work** is designed to offer a complete integrated approach to human resources & Payroll management software, utilizing the very best in technology to achieve immediate business benefits.

Previous Employments

Employee: NI/OODMOU, CHARDLIA

From	To	Company
Jul 1998	Jan 2004	The Four Lanterns

From Date: 1990 To Date: Jan 2004

Company: The Four Lanterns

Location: Pafos

Division: Housekeeping

Position: Head Housekeeper

officeware work delivers Human Resources and Payroll functions in a single integrated system providing HR and payroll departments with an innovative software solution for effective workforce management. HR facilities empower personnel departments to maintain electronically extensive data related to employees such as personal profile, education, skills, trainings, previous employment e.t.c.

officeware work highlights

- ✓ • Single source for employee HR related data
- ✓ • Complete employment history (Appraisals, Reviews, Trainings e.t.c)
- ✓ • Electronic filing of employment related documents
- ✓ • Attendance management
- ✓ • Track of fixed assets assigned to employees
- ✓ • Rule-Based Payroll items and Taxation
- ✓ • Configurable Pay-Periods
- ✓ • Multiple divisions, departments, cost centres and locations
- ✓ • Employee loan management
- ✓ • Authorities electronic filing compliant

HR module provides the means to monitor employment evolution from enrolment to employment termination. Employee assessment and appraisals history are available from a single source with all related documents electronically attached. User defined leave schemes allow management to set unlimited entitlement rules and to evaluate employee absence and leave liability.

Payroll Items

Code	Description	Item Type	Rate	Rate Type	Multiplier
BASIC	Basic Pay (Normal)	Earning	0	Amount	N/A
BASIC	Basic Pay (Calculated)	Earning	0	Amount	N/A
PAVE	PAVE	Deduction	0	Amount	N/A
ADNH	Advances	Deduction	1	Amount	N/A
COLAN	COLA (Normal)	Earning	1	Amount	N/A
COLAC	COLA (Calculated)	Earning	1	Amount	N/A
OVERTH	Overtime 1 Hotel	Earning	1	Amount	Pay Period
OVERT1.5H	Overtime 1.5 Hotel	Earning	1.5	Amount	Pay Period
OVERTH	Overtime 2 Hotel	Earning	2	Amount	Pay Period
OVERT1.5O	Overtime 1.5 Other	Earning	1.5	Amount	N/A
OVERT1.5O	Overtime 1.5 Other	Earning	1.5	Amount	N/A

Payroll Item: COLA (Calculated)

Item Code: COLA Item Description: COLA (Calculated)

Item Type: Earning Basic: Calculation Only: Termination: PAVE

Rate Type: Amount Rate Value: 1

Calculation: Dividend Based On: Unit: 0 Bonus Units Include: 0

Multiplier: N/A Max Value: 0 Value Used: 0

Policy Type: Selected Items Percentage Commencement: 0 Days Divisor: 0

Value: 15.55 Employment: 0 Years Amount: 0

Calculation Based On: Selected Items: 15.55 Salary (Calculated)

Employees

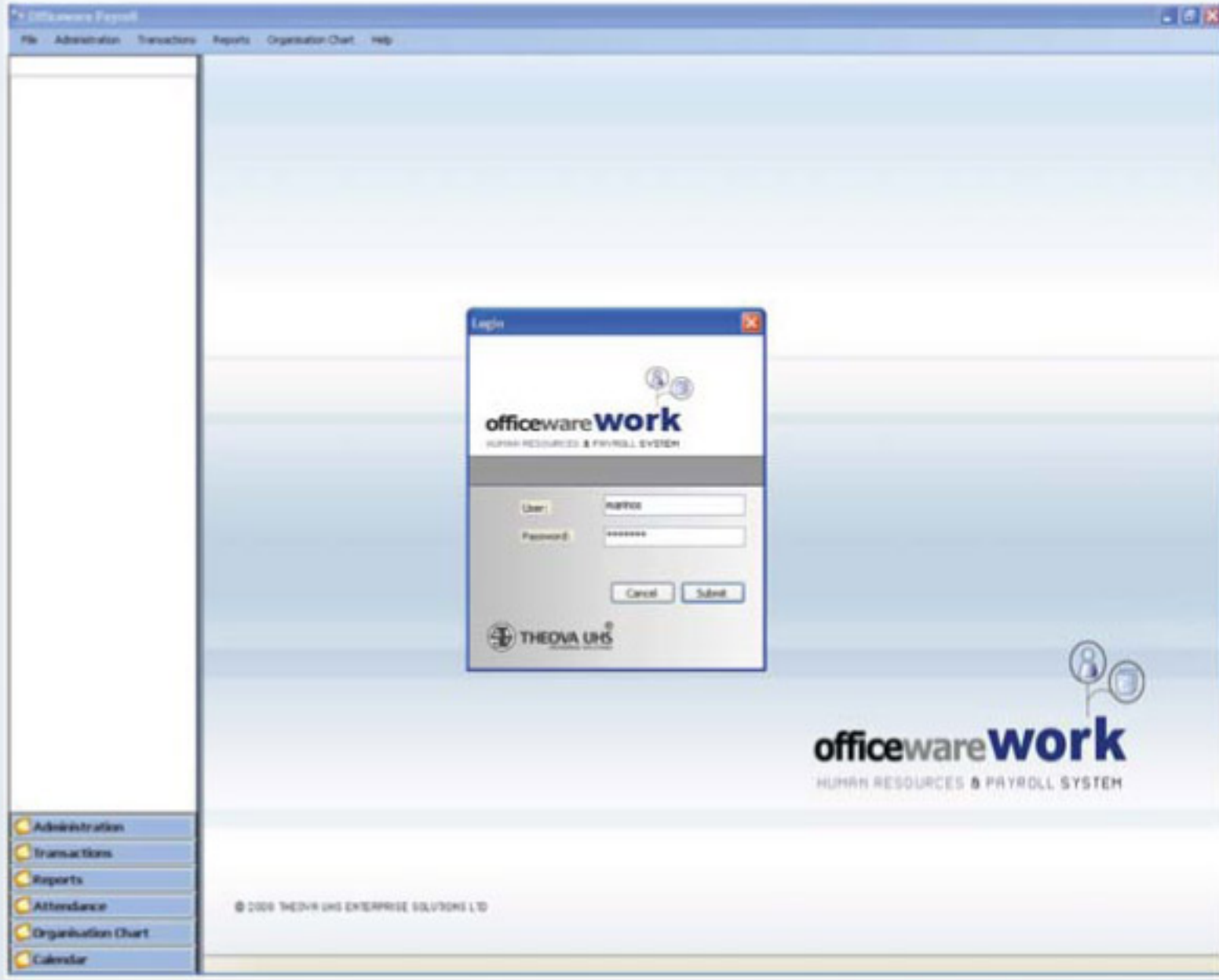
Leave Schemes

Languages | Skills | Training | Previous Employment | Reviews | Incidents | Personal Details | Employment Details | Payment Details | Termination

From	To	Description
Sep 1972	Jun 1975	High School
Oct 1975	Jun 1978	Bachelor Degree Economics



Industry Driven Workforce Management



Payroll module is a truly rule-based system designed to meet any country specific labor rules and legislation regarding employee benefits, deductions and salary taxation. officeware payroll is by

Reduce administration and refocus on strategic initiatives

- design always authorities compliant.
- User configurable pay periods allow different pay frequencies (weekly, monthly e.t.c) in the same organization.
- Multi-division, multi-department, multi-location organizations are handled by the same system thus providing analytical or consolidated results for efficient payroll cost evaluation.
- Absence, system enforced, reconciliation secures that payroll calculated if accurate and according to attendance business rules.
- Different payment options (Check, cash or bank transfers) are provided making the payroll payment administration quick and efficient regardless the number of employees.
- Extensive management reporting provided offers full accountability, assessment and precise distribution of payroll cost.
- Electronic filing requirements set by national insurance and tax authorities are managed by the system enabling complete compliance.

Payroll Journal			
Selection Criteria			
Pay Frequency:	Monthly	Division:	All
From Period:	1	Department:	All
To Period:	1	Cost Center:	All
Trade Union:	All	Position:	All
Status:	Active	Pay Point:	All

Employee Code	02212	No. of Points	5
Name	CHRISTOU	ELMA	
Position	HOUSECLEANER		
Employment/Termination Date	13/04/1999		
Worked Days	0 days, 0 hrs, 0 min		

Payroll Item	Movement	Amount
Earnings		
Basic Pay (Calculated)	N/A	0.00
COLA (Calculated)	N/A	0.00
Overtime 1 Hotel	00:00	0.00
Overtime 1 Other	00:00	0.00
Other Earnings A	24.51	24.51
Sick Leave	0.00	0.00
Service B	N/A	0.00
Night Allowance A	0.00	0.00
Annual Leave Hotel	0.00	0.00
Annual Leave Other	0.00	0.00
Split Allowance A	0.00	0.00
Sunday Allowance A	0.00	0.00
Days Off A	0.00	0.00
14th Salary	N/A	0.00
Service A	N/A	0.00
13th Salary	N/A	0.00
Total Earnings		24.51
Deductions		
Provident Fund Employee 5%	N/A	0.00
DAVE	N/A	0.00

Tax Computation			
Employee Code:	01100	Year:	2008
Employee Name:	MATHEOU PANICOS	Period:	1
		Pay Frequency:	Monthly

Code	Description	Item Type	Amount
Income			
SAL	Salary	Income	302.31
	Total Income		302.31
Deductions			
SPL	Social Ins,Prov,Life Ins	Deduction on Income	-1.39
	Total Deductions		-1.39
	Taxable Amount		300.92
	Tax Payable		0.00
	Total Tax Payable		0.00
	Tax Exempted		0.00
	Total Tax Exempted		0.00
	Other Tax Payable		0.00
	Total Other Tax Payable		0.00

Theova UHS Enterprise Solutions Ltd is a continuation of **Theova Computer Consultants Ltd** one of the first IT companies in Cyprus and neighboring countries. Since 1983 Theova provides innovative software solutions both for the **General business** as well as for the **Hospitality sector**. **Theova UHS** offers today two main line of products and services. Firstly the well known **hotelware** suite addressing the Hospitality industry and secondly the **officeware** suite addressing the business community. Today and for more than 25 years **Theova UHS** continues to be one of the largest Information technology Company in Cyprus as well as one of the most prominent in the region, managing some of the largest Hotel Group Enterprises as well as other esteemed business organizations.

Theova House
 9 Ammochostou str.
 CY 3021 P.O. Box 56970, CY 3311
 Limassol Cyprus
 Tel: + 357 7777 7111
 Tel: + 357 2585 9400
 Fax: + 357 2538 5916

Vassilia House
 Michalaki Nikolaidi & Kifisias str.
 Office 101 CY 6017
 Larnaca Cyprus
 Tel: + 357 7777 7111

Reseller Info: