



# AURION ONBOARDING

## Overview

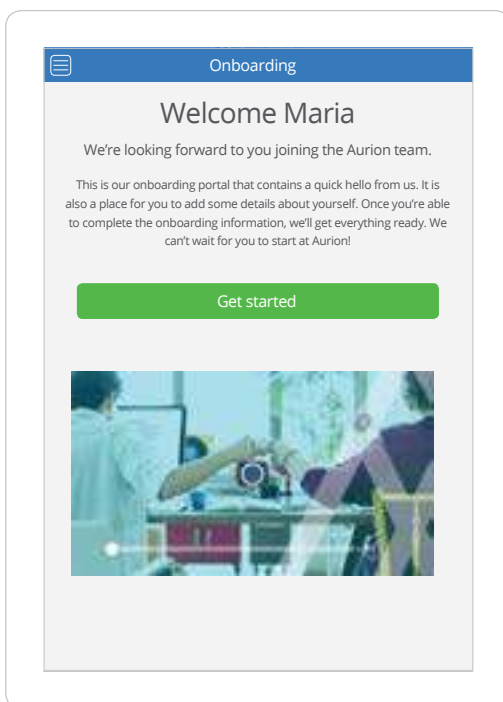
Aurion Onboarding removes the paperwork from onboarding and ensures that your organisation can create a great experience for new employees, even before their first day.

Reduce the time spent on onboarding with a personalised online portal that welcomes your new employees, lets them accept their employment contract and your key policies, and add their own personal details securely.

Onboarding empowers your new starters to hit the ground running from day one, and ensures a streamlined new hire process that removes paperwork and reduces rework and delays.

New employee details are added directly to their new employee record, with no need for managers or payroll staff to re-enter employee information.

- + **Accept contracts and key policies and guidelines before commencement.**
- + **Intuitive portal for new hires to enter their own details securely.**
- + **Save hours of administrative time per new hire.**





## Save time and eliminate paperwork

From contract acceptance to the first day of work, Aurion Onboarding captures new employee details electronically, reducing hours of manual work and eliminating errors involved in collecting, sending and tracking new hire details.

This means less paper, minimised risk with reduced double-handling of sensitive employee information, and ultimately more time for your staff to focus on strategic value-add activities.

## Create the ultimate employee onboarding experience

Positive first impressions matter. When onboarding is done effectively, new hires are empowered to start the first day already acquainted with your organisation.

With Aurion Onboarding, new hires complete time-consuming forms electronically before the first day of work. The onboarding portal provides a personalised introduction to your organisation with relevant content that promotes your culture and introduces them to your organisation. This personalised welcome helps your new hire transition into the role with ease.

## Strengthen your talent brand and maximise engagement

Aurion's Onboarding portal is configurable to include information that showcases your company's values, vision and mission. You can create a welcome page to introduce your organisation and provide access to key new starter policies and guidelines to help your new hire progress through their role.

## Features

- + Personalised online portal with company overview and corporate video.
- + Accept employment contracts and key new starter policies and guidelines electronically before commencement.
- + Ability for employees to upload identification documents, superannuation choice fund and tax file declaration.
- + Unique branded portals for multiple companies from one Aurion database.

## CONTACT US TODAY //

Interested? For more information  
email [sales@aurion.com.au](mailto:sales@aurion.com.au)  
or call **1300 287 466**

With a 30 year heritage in payroll and HRIS software solutions, Aurion is the trusted partner of hundreds of organisations and government agencies. Put simply, Aurion designs and deploys the best people and payroll software that makes work life easy.