



# Aurion

PEOPLE & PAYROLL SOLUTIONS

## MANAGED PAYROLL SERVICES //

LET EXPERTS MANAGE  
YOUR PAYROLL WHILE YOU  
FOCUS ON ACHIEVING  
YOUR BUSINESS GOALS.



SIMPLIFY //

## WORK LIFE MADE EASY.

From SMEs to large multi-national corporates across all industries, your ability to grow, thrive and succeed is defined by your greatest asset - your people.

Aurion is a pioneer of innovative People & Payroll Solutions. For over 30 years we've helped hundreds of organisations to achieve their goals and find simple, effective solutions for their complex People & Payroll challenges.

At Aurion, we work hard to understand your business needs and make your work life easier. Our team of experts deliver market-leading solutions, services and expertise to help you achieve your business vision and build your best workforce.

# KEY FACTS //





## PAYROLL MADE EASY //

Let experts manage your Payroll, while you focus on achieving your business goals.

Our secure payroll services are designed to help organisations with limited in-house expertise, or those looking to reduce Payroll service delivery costs while ensuring compliance, accuracy and reliability.

With Aurion Payroll Services, you can hand some or all of your payroll processing to our expert team, whilst still retaining control over other people management processes. Get industry-leading support whenever you need it from our dedicated Customer Support team, as well as our Governance, Payroll Processing and Innovation teams - all committed to helping your business succeed.

Backed by the Aurion People & Payroll software solution, built locally for complex industrial and legislative conditions, you are assured of a secure and compliant service.



## PERSONALISED EXPERT SERVICE

During your partnership with the Aurion Payroll Services team, you'll get access to a dedicated team of experts who fully understand your business and processing requirements.

You'll partner with our dedicated Service Desk, a Client Advocate and Service Level Agreements (SLAs) for the life of your service, and enjoy guaranteed service excellence backed by our ASAE3402 certification for quality service delivery.

## SAFE & SECURE CLOUD TECHNOLOGY

Our Payroll Services are backed by the Aurion People & Payroll software solution, built and delivered wholly onshore in Australia using industry-leading cloud technology to ensure your safety and security. Your service will include all upgrades to maintain legislative compliance, support and infrastructure maintenance.

Our services are supported by a dedicated team of payroll, technology and security specialists based onshore throughout Australia. With in-depth knowledge, best-in-class business continuity and disaster recovery included, you're always connected to your data.

## YOUR SAFETY & SECURITY ASSURED

Our ISO and ASAE-certified solutions and services offer the ultimate assurance of reliable, accurate, and secure service delivery. Our security measures ensure the safety of your highly confidential information, with our entire team of dedicated service professionals providing comprehensive management and support.



## MEET THE TEAM //

Our ability to deliver outstanding results for our clients starts with our team of smart, capable People & Payroll experts. We come from a diverse set of experiences and backgrounds that range from operational people and payroll roles, through to accounting, system administration and governance roles for businesses from 20 – 50,000 employees across a broad range of industries.

You name it in people and payroll – we've done it!

As unique as we are individually, we share a mutual passion for service excellence and getting amazing outcomes for our customers. We pride ourselves on our collaborative approach to people and payroll – where we work with you to understand your business and get real results.

Get to know some of our Aurion team.





**CHARLINA ATHOUSIS**

*Aurion Payroll Officer*

Managing payroll for a variety of customers in different industry sectors, Charlina enjoys coming to work each day and delivering quality outcomes for customers. She assists customers with optimising their payroll processing and feels supported by her team and work environment.



**DAVID NGUYEN**

*Aurion Systems Administrator*

David has been with Aurion for four years. He first started out as a professional services consultant which has enabled him to gain the technical skills to configure Aurion to achieve the right solution for customers.



**MUSTAFA OMEROVIC**

*Aurion Payroll Officer*

Mustafa has a strong background in statistics. He loves working with numbers, reporting and is passionate about achieving the best solutions for clients. His results driven work ethic is invaluable to clients and the Aurion Payroll Services team.

# AURION PAYROLL SERVICES //

+ = Included C = Client managed O = Optional

	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>COMPLIANCE</b>				
ISO9001-certified	+	+	+	+
ASAE3402 accredited	+	+	+	+
ATO BAS Agent	+	+	+	+
ATO Digital service Provider	+	+	+	+
Legislative System Updates	+	+	+	+
STP Enabled	+	+	+	+
Onshore in Australia	+	+	+	+
Compliant with all Australian legislative requirements	+	+	+	+
ISO27001-certified	+	+	+	+
<b>PAYROLL SERVICE INCLUSIONS</b>				
<b>PAYROLL PROCESSING</b>				
Leave Management (ESS)	+	C	+	+
Terminations	+	C	+	+
Complex Termination	O	C	+	+
Time and Attendance		C	+	+
Masterfile / Variation Payroll Processing (non BPA or Self Service)	O	C	+	+
Personal Details Self Service	+	C	+	+
Advances	O	C	+	+
Overpayments	+	C	+	+
Stop Pay	+	C	+	+
Trial Pay	+	C	+	+
Time & Attendance with Award Interpretation		O		O
Salary Package Management				O



	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>AUTOMATED PROCESSES (BPA FORMS)</b>				
New Hire (employee)	+	C	+	+
Rehire Employee	+	C	+	+
Separation	+	C	+	+
Work Pattern Change		C	+	+
Permanent Move		C	+	+
Temporary transfer / higher duties		C	+	+
TFN declaration and variation	+	C	+	+
Change of Choice of Sund (Superannuation)	+	C	+	+
Deductions	+	C	+	+
Allowances	+	C	+	+
Leave Adjustment	+	C	+	+
Casual Timesheets		C	+	+
Contract Extension		C	+	+
<b>SUPERANNUATION PROCESSING &amp; MANAGEMENT</b>				
Pay by Pay Reconciliation	+	+	+	+
Pay by Pay Upload	+	+	+	+
Qtrly Super Reconciliation	+	+	+	+
<b>PAYROLL ADMINISTRATION</b>				
Payrun Processing	+	+	+	+
Standard Trial Pay Reports	+		+	+
Standard Payrun Reports	+	+	+	+
Ad-Hoc and Other Reports		O - additional cost		+

# AURION PAYROLL SERVICES CONT. //

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	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>PAYROLL ADMINISTRATION CONT.</b>				
EOM Reports	+	+	+	+
Qrtly Reports	+	C	+	+
Annual Reports	+	C	+	+
Costing		+	+	+
Aurion Security User	+	+	+	+
Public Holidays	+	+	+	+
Batch Processes	+	+	+	+
Software Enable Key Maintenance	+	+	+	+
<b>ORGANISATIONS ESTABLISHMENT AND POSITIONS</b>				
Manage organisation structure		C	C	C
Ability to make bulk changes to the organisational structure		C	C	C
Organisation structure updates		C	C	C
Generation of organisational charts in a graphical format		C	C	C
<b>DISBURSEMENTS</b>				
		+	+	+
<b>SYSTEMS ADMINISTRATION</b>				
Complex Reporting		+		+
Configuration Changes	+	+	+	+
Troubleshooting	+	+	+	+
Data Load and Bulk Processing	O	+	+	+
<b>SERVICE MONITORING</b>				
Defined SLAs and KPI reporting	+	+	+	+
Monthly Operational Meetings		+	+	+
Executive Meetings		+	+	+

	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>SERVICE DESK</b>				
Dedicated Service Desk	+	O	+	+
Simple Employee Payroll and Leave Enquiries	+	C	+	+
Complex Employee Payroll and Leave Enquiries		C	+	+
Software Issues	+	+	+	+
Incident Management	+	+	+	+
Self Service Password updates	+		+	+
Aurion Service Centre Access	+	+	+	+
Access to Aurion Core application		C	+	+
Phone Support for Customer's Staff (Support Service)		C	+	+
<b>ADDITIONAL FEATURES</b>				
Backed by Aurion Payroll/HR Cloud Software Solution	+	+	+	+
<b>HR SOFTWARE OPTIONS</b>				
Jobs & People		+	+	+
Recruitment		O		O
Onboarding		O		O
Career Manager		O		O
Learning & Development		O		O
Workplace Health & Safety		O - additional cost		O - additional cost
<b>REPORTING AND ANALYSIS</b>				
Self Service Web Reports - Payroll	+	+	+	
Self Service Web Reports - Payroll +			+	
Self Service Web Reports - People			+	
Advanced dashboard and analysis configuration				O - additional cost
Integrate with data warehouse				O - additional cost

# AURION PAYROLL SERVICES CONT. //

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	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>WORKFLOW MANAGEMENT</b>				
Automated workflow	+	+	+	+
Build your own forms/surveys with custom workflow				+
<b>AUTOMATION</b>				
Custom Business Process Automation		O - additional cost		O - additional cost
<b>INTEGRATION</b>				
Integration - Finance System	+	+	+	+
Integration - Network Directory		+	+	+
Integration - Mail System		+	+	+
Integration Toolkit - DIY Configuration		+	+	+
Integration Toolkit - DIY Configuration		+	+	+
API Integration		+	+	+
<b>APPLICATION ACCESS &amp; MANAGEMENT</b>				
Web-based Self Service features	+	+	+	+
Theme and display configuration	+	+	+	+
<b>TECHNOLOGY</b>				
AWS Cloud deployment	+	+	+	+
Release & Test Management	+	+	+	+
Cloud infrastructure maintenance	+	+	+	+
SLAs with KPI Management and Reporting	+	+	+	+
Business Continuity Plan	+	+	+	+
Disaster Recovery Plan	+	+	+	+

	PayGo	Pay Assist	Pay Essentials	Pay Your Way
<b>PRICING</b>				
Per Pay Slip Charge	+	+	+	+
Software and hosting fees included	+	+	+	+
<b>IMPLEMENTATION</b>				
Assisted implementation	+	+	+	+
Fixed Price implementation package options	+	+	+	+
Dedicated Aurion Engagement Manager		+	+	+
Project Planning and Governance		+	+	+
Milestone Steering Committee Meetings		+	+	+
Change Management		0	0	0
Training - key users	+	+	+	+
Training - all users		0	0	0

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Aurion is a proud Chandler Macleod Group company. Chandler Macleod Group is a member of Recruit - the 4th largest staffing company in the world.

Contact us today to find the right solution for your business.

**CHANDLER MACLEOD**  
UNLEASHING POTENTIAL

**RECRUIT**

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