




# COMPANY **PROFILE**

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HRTorQue specialises in helping clients of all sizes solve their challenges in Human Resources, Payroll, Tax and Accounting. Clients approach HRTorQue to help them save costs and manage risk.



**We work on a number of payroll and HR systems. We are experienced in providing the right system and solutions to clients**

## About Us

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- HRTorQue is a key member of the Payroll Authors Group of South Africa (PAGSA) - linking government to the private sector
- HRTorQue is a signatory of the UN Global Compact for Sustainable Development focused on dealing with employees, stakeholders and the environment in an ethical manner
- HRTorQue has been operating for almost 25 years - building practical experience to help you with all your challenges
- HRTorQue is wedded to one system. We believe in providing the right combination of systems, people and processes to suit your business
- HRTorQue holds level four BBBEE status

**Our job is to solve problems using a combination of software and expertise - we design what works best for you**

# Solutions



## Human Resources

**Small companies and start-ups:**  
"Build the basics" – Policies & procedures and contracts of employment

**Medium businesses:** "Risk Management and Flexibility" – fully outsourced HR available at a lower cost than an in-house department and with access to skilled specialists

**Enterprise: "Specialist Support"**  
– professional assistance where resources or skills are lacking e.g. HR consulting, grievances, employment equity, skills development, HCM software implementation and training

**HR Review:** We establish which risks and opportunities there are in your HR and how you compare against best practice



## Payroll

**Implementation:**  
New system implementations, support and training on Sage300 People, SBCPP, VIP, Payspace or Psiber

**Support:** Support for running your own payroll, training, system changes and help with IRP5s. Ideal for organisations concerned about the risk of key individuals leaving

**Outsourced Payroll:** A fully outsourced solution to better manage payroll and legislative risk allowing you to focus on your business

**Payroll Review:** We establish the risks and opportunities within your existing payroll



## Tax

**Specialised employment tax advisory and support**

**Personal tax submissions and personal tax advisory**



## Other solutions

**Time and attendance solutions:**  
implementation, support, training and optimisation

**Data analysis and management:** Using your data to drive efficiencies and save costs

**Accounting and finance support**



# Case Studies

## Businesses with established Human Resources

You already have an established HR department, but it is swamped by admin and reporting requirements. HRTorQue can put in place an HR Administration system (removing the need for manual filing and allowing all employee files to be visible remotely) and provide resources to free up time so that HR can focus on critical issues and significantly improve reporting

## New/Expanding company without a Human Resource department

You have never had the need for an HR department and are concerned about the cost of hiring a full time head count for HR. We can see to the basics by providing policies and procedures as well as contracts of employment. We can then provide professional on-site HR support, providing access to a group of experts for specific solutions. *A fully fledged HR team at a fraction of the cost*

## Worried about Payroll risk and use of the system?

We carry out a full Payroll and HR review to identify challenges. We then implement a new system for you or support your Payroll team through setup and training to save costs and reduce risk. We remain immediately available should anything happen to one of your key HR or payroll team members

## Need to save payroll costs without making staff redundant?

We perform a full Payroll review to identify opportunities to drive efficiencies by using a combination of systems which collect data and then use BI tools and dashboards to analyse this data and create specific interventions







## Let's Talk

“The service from HRTorque has remained **excellent, consistent, professional** and is always **executed timeously and accurately**

DUDLEY CHERRY – TRADERPLUS



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