

# Employee OnBoarding



## How does this make payroll a profit center?

When candidates apply to your job using EE Onboarding, they will answer a few questions to determine if they are WOTC (Work Opportunity Tax Credit) eligible. If a candidate is WOTC eligible, EE Onboarding will display the estimated tax credit value in the candidate's application. If you hire a WOTC eligible candidate, EE OnBoarding will automate the collection of the necessary documents you need to get your WOTC certificate. If you hire one of these people with this credit you just made **\$2,400 to \$9,600.**

### New hires that may qualify include:

- SNAP (food stamps)
- Veterans
- Those who live in disadvantaged or low-income areas
- Temporary Assistance for Needy Families (TANF)
- Youth employees
- Convicts
- Long-term unemployed
- Supplemental Security Assistance (SSI)

### Recruiting Features:

- Job Posting Integration - one click posts to multiple job and social media sites
- Searchable resume database
- Video and audio screening

### Electronic Onboarding:

Your new hires electronically fill in their information and you import directly into our Phoenix online system (no more paper!)

- Offer letter
- W-4/tax forms
- Personal information - address, emergency contact, phone, etc.
- I-9 verification / eligibility documents / integrates with
- E-Verify
- Payroll information - bank routing, account number, etc.
- Equal Employment Opportunity (EEO) information