

OUR SOLUTION FOR YOUR PROJECT NEEDS

TRANSFORMING THE WORK PLACE HR MANAGEMENT I FACILITY MANAGEMENT

- Manpower Outsourcing
- Payroll & Time Office
- Statutory Compliances
- Training & Development
- Facility Management Services
- Staffing & Recruitment
- HR Process
 Outsourcing & Tools

ABOUT US 🕮



GM Online HR is one of the progressing independent service company in India that enjoys a vast reputation built on trust for human resources and facility management services. We provide end-to-end human resources support & facility management services to all type of industries. The organization has a multidisciplinary team of professionals with in-depth understanding of the latest trends, combining creativity and initiatives.

We align our delivery capabilities to achieve our commitments made to the client and our aim is to fulfill their aspirations. A process of continuous review and improvement ensures the systematic evolution of our system. By adopting the best practice approach we aim to create a working environment, which promotes service quality, customer satisfaction, organizational success and sustainable business growth.

GM Online Private Limited, an ISO 9001: 2015 certified company and part of GM Online Group was incorporated in the year of 2011 with excellence in Human Resources Services. This company is first venture of GM Online Group, which was established to provide online HRMS portal to our clients. Later we introduced our other services of Human Resources Management and Facility Management from the year of 2012.

Our group founded four more companies i.e. Province Apparels Private Limited in 2012 for apparel manufacturing, Province Fashion Private Limited in 2015 for apparel's retail and trading, GMO Media Private limited in 2017 for media services and Pradi Cloths Private Limited in 2018 to introduce our own apparel brand 'PRADI' in Indian fashion horizon.

KEY STRENGTHS

Highest Quality Services.

Lower Cost of Ownership.

Statuary Compliances. Flexibility – Tailored Programs.

THEORY

Define the problem to be addressed, collect relevant data, and ascertain the root cause of

Develop and implement a solution; decide upon a measurement to gauge its effectiveness.

DO

Confirm the results through before-and-after data comparison. Document the results, inform clients about process changes, and make recommendations for the problem to be addressed in the

next PDCA cycle.

ACT / ADJUST

PLAN

CHECK



Manpower Outsourcing:

Manpower outsourcing is the most ideal approach to mastermind manpower and we have scaled incredible height as far as size in a limited ability to focus. GM Online HR take care of routine work of manpower recruitment, managing their salary, statutory compliances, employee



grievances and other HR functions of outsourced manpower. Manpower outsourcing with us makes immense business growth and can be effective cost savings tool



Training & Development:

We believe that training and development can have great impact if it is aligned with strategic goals, tailored to the requirements of the business and delivered in-house. Our training is one of the main processes to increase the knowledge and productivity, which is useful to reduce the manpower cost, and to improve the productivity.

Payroll & Time Office Management:

Our business strategy is to provide payroll services to large, small and medium sized enterprises globally. We provide complete managed payroll services, which make us a one-stop destination for all your payroll needs. Outsourcing your payroll to GM Online HR allows you to handle your payroll



obligations in an effective manner while allowing you to focus your time and energy where it should be on managing your business.



Statutory Compliances:

Companies having the employees are bound to follow the applicable rule of various labor laws. Non compliances or delay in compliances of such labor laws may harm your business. There are lot of labor laws, and handling all such compliances by own team may increase the cost of company and may not full fill the expectation. We have expert and well-qualified team for each applicable labor

law. A rich experience professionals look after the compliances and labor cases, that is one of our good strength.

Staffing & Recruitment:

Human Resources is the most valuable resource that a company can boast of. We connect relevant professionals to specific roles for every need in respective departments and businesses. We identify the right professional by evaluating their background, respective skill sets and attitude before recommending them to you. We caters to various Industries



such as Consumer Durables, Services Industry, Retail, Engineering, Manufacturing Process, Infrastructure, Banking, Financial Services, Insurance, IT, Telecom and Media etc.



HR Process Outsourcing & Tools:

We introduced our segment of HR Tools and Process Support where we help to our clients to establish a complete HR Department. This includes manpower planning & budgeting, recruitment & staffing, HR policies preparation & implementation, HRIS & ESS portal, biometric attendance system, payroll management, statutory compliances, leave management and exit

formalities.

Our complete HR Process Outsourcing gives modern facilities and tools that is very cost effective for the clients. Rather than setup the in-house HR department, outsourcing the HR process helps clients to experience the hiring of good HR professionals in very low cost. Outsourcing your Human Resources department with GM Online HR offers phenomenal

Advantages of our HR Process Outsourcing



No longer have to keep track of the constantly changing rules, forms, etc. Also, outsourcing of payroll reduces costs from 35–50%.

No longer confusion to track forms to locate, tax tables to update, reports to submit and payments to make while payroll processing. Outsource your payroll and minimizes your risks, avoid all the delays and penalties.

Advantage of flexibility to outsource a function that is not your core competency. Enjoy the benefit of access to skilled manpower and specialists in the domain that may not be available in-house.

It helps you make significant saving in terms of time, effort, infrastructure and manpower. Since you do not have to invest in infrastructure, fixed investments can be avoided.

When payroll and employees are outsourced, management can focus on dealing with core of the business instead of the non-core issues.

Get timely responded to your employee's queries and maintain their satisfaction level. Losing an employee who does the HR work to a new job is no longer a worry

Facility Management Services: In this organizational century, the growth depends on the order's delivery on time. Delay in services of delivery affects on the quality which results business loss and penalty, so we at GM Online HR provide complete manpower logistic services for each industry. Our manpower logistic services are engaged majorly with E-Commerce sector but we provide riders, delivery boys, collection executives, picker, documentation executives. transport executives, bikers etc. Warehouses, Courier, Pharmacy, Banking and Manufacturer etc.



We deal in other facility services also I.e. Soft Facility Services and Technical Facility Services. Our designed works are:

Janitorial Services:

- Cleaning service 24x7
- Managing specialized cleaning system
- Carpet shampooing
- · Vacuum based extraction method
- · Hot and cold water extraction
- · Glass cleaning
- Pantry services
- · Day to day operations
- Operating vending machine, dishwashing machine and other kitchen appliances
- · Extra emphasis on over all hygiene





Horticulture Services:

- Internal design
- · Layouts and external landscaping
- Provision of indoor and outdoor plants
- Pruning and fertilization
- Full-service irrigation

Guest House Management:

- Preparation and service of food
- · Co-ordination of arrival and departure
- Inventory checks and upgrading
- Purchase and replenishment of requirements and other specialized cleaning system
- Setting up and managing guest house 24x7
- Concierge service
- Managing specialized cleaning system





Other Cleaning Services:

- Carpet shampoo
- Façade cleaning
- Sofa cleaning (Leather & Leatherette)
- Chair shampoo
- Crystallization of marble/granite/kota/wooden
- · Blind cleaning



Technical Services:

- AC management
- Electrical services
- DG management
- Original equipment manufactures
- coordination
- Plumbing services
- Transformer
- LT panel
- Fire fighting equipment management

TRAINED MANPOWER

We deploy a trained manpower at client premises. We use to supervise them till a certain period under the team leader and if the manpower is not found up to the mark then we again train the manpower. Our training team trains our employees for their job time to time.

ALL TIME SUPPORT

of manpower or any service days of the week.

maintain zero employee's grievance so that employee focus on their regular job and work don't get hampered at client's premises.

STRONG BACKEND

We have well qualified and highly skilled team to manage the operation. Managing the payroll, recruitment, training and grievances is not a big deal for us. Our team is always available to assist the clients and responsible to close the logged issue with a of 36 hours.

Why Us?

HEALTH & SAFETY

Since employees are our main assets, we are concerned about the health and safety of our workers. All the deployed manpower use their ID cards as well the uniform and necessary safety equipment at the work. We organize a half yearly health checkup for our workers.

CUSTOMER SATISFACTION

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Customer satisfaction is our main concern. Our customers relationship manager use to meet with clients monthly to take the service feedback and if any issue is noted, we take it seriously and resolve the same within 36 hours maximum TAT.

JOB AUDITS

All the manpowers are assigned with their KRA. Their superiors keep auditing them time- to-time and if they are found underperformance, they are being provided the training to improve their skills and if still they cannot meet with the expectation, we replace that manpower from client's premises.

STATUTORY COMPLIANCES

We follow all statutory compliances as per government norms. Our manpower is covered under ESIC and EPF as per their eligibility & criteria. Employees are benefited with Labor Welfare Fund, Appointment Letter, Salary Slip and other statutory benefits.



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