

"In a climate when things are getting tougher, I would recommend anyone to use the Fourth Hospitality people system to help reduce costs."

Michael Caines, co-owner, ABode Hotels

Manage and
optimise
your people
to maximise profit



people | system

Your people are your most important asset.

They represent your vision, values and brand and the **optimised** and **efficient** management of them will **add significant value** to your business and remove unnecessary costs. Fourth understands this and has **developed solutions** specifically for the hospitality industry that deliver these key benefits **easily, effectively** and **affordably**. Hospitality's biggest brands are already benefiting from our **innovative people system** and you can too.



people | system

people system comprises a number of different modules which can be individually selected to provide maximum benefit to your business.

Modules include:

HR

Through the use of self-service, easy to use screens you can record all your employee information. This will ensure that your company adheres to statutory compliance throughout the employee lifecycle and avoids incurring costly fines.

Provides...

- Time savings through exception reporting and proactive alerts
- One system for all to avoid duplication and error
- Forces compliance and minimum standards
- Significant reduction in administrative overhead at head office
- Statutory compliance for all employees at all times
- Simple handling of complex, industry specific holiday calculations and absence management

Scheduling and forecasting

Sophisticated and easy to use scheduling module that provides fully-costed wage forecasting and enables you to deploy the right number of staff at the right time every time and dramatically reduce labour overspend.

Provides...

- Typical 2-7 point saving on labour percentage
- Accurate wage reporting and sales forecasting ahead of time for better management control
- Multiple levels of rota approval and snapshot comparisons
- Complete view of employee work patterns across multiple sites for total control
- Sophisticated exception reporting to save management time

Time and Attendance

Biometric identification T&A system that ensures accurate and timely attendance with data sent automatically to the scheduling module, enabling managers to easily control pay and attendance without manual input.

Provides...

- Real-time integration with rotas
- Elimination of manual reconciliation
- Elimination of form filling for employees
- Integration with HR and EPOS
- Ability to factor in unpaid breaks automatically, providing significant savings
- Reduce lateness and absenteeism

Tronc

Allows businesses to facilitate service charge, tips and tronc allocation with complete compliance.

Provides...

- Compliance with all tronc distribution policies
- Management of reserves during quiet periods
- Secure and controlled access
- Automatic transfer of data from rotas
- Automatic feed to payroll

Payroll

Fully HMRC accredited payroll module contained within **people system** that takes away the complexity of payroll and has the unique benefit of being seamlessly integrated with HR, rotas and tronc.

Provides...

- Single employee record across HR, scheduling and payroll - no duplication
- Self-service for employees and managers - minimal effort required
- Customisable timesheets and importing capabilities
- Integration with BACS and finance systems for ease of payment
- Multiple PAYE companies

Bureau

Professional, experienced and specialist payroll team that understands the rhythm of the hospitality industry and provides peace of mind for all customers.

Provides...

- On demand access to our skilled team
- Reduction in cost of your own in-house team
- Service designed specifically for the hospitality industry
- Own payroll manager for every customer
- Full HMRC compliance

Training

Fully-automated training module integrated with HR and scheduling that maximises staff retention and career path development at all levels of the company.

Provides...

- Management of every aspect of training (courses, sessions, attendance, feedback)
- Succession planning based on completion of essential training courses and employee aspiration
- Employee aspiration management
- Joining Instruction and Training Plan delivery by email
- Employee self-service
- Identification of suitable internal promotions

"Our **people system** is a revolutionary solution for businesses that represents the best in people management. At our customers, which include Carluccio's, Gondola Group and Wagamama, it has replaced previously disparate systems with fully integrated, on demand, pro-active management of HR, Scheduling and Payroll and has cut wage cost by a typical 2-7%."

Ben Hood, Managing Director, Fourth Hospitality

Fourth Hospitality gives customers control of their business and access to significant savings and improved efficiencies through the most effective web-based system available. Dedicated to the hospitality sector, our company is built on a bedrock of customer lifetime loyalty which means our clients can rely on a long-term commitment and daily support that goes far beyond the provision of our software.

The products...

people | system

Employee life cycle management from HR and scheduling to payroll and benefits.

trade | simple

Electronic trading, supplier integration, invoice management and procurement.

fnb | manager

Stock control, recipe and menu engineering and online ordering.

star | chef

Recipe costing and menu management, nutritional analysis and menu cycles.

The benefits...

- 2-7% saving on wage cost
- 2-7% increase in gross profit due to more effective tracking and control of stock
- 4 hours per week saved by managers
- 15% increase in purchasing compliance
- 80% reduction in the cost of processing invoices

fourth
hospitality

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