Acquisition Enablement

This is a package for organizations that acquire other businesses and need to onboard groups of employees accurately and efficiently into ClearCompany and any integrated payroll system.

Benefits	Description
Organized, tried-and-tested method for setting-up acquired employees	Create a positive, organized first impression in welcoming new employees to the Company.
Save Time	We'll take care of the heavy lifting of data imports into ClearCompany so you can focus on other things!
Drive Accuracy	Ensure the employees get the correct forms to complete with guided creation and revision of onboarding packets prior to bulk launching.
Quick Turnaround	Oftentimes you may not hear of acquisitions until they are happening so you need to respond fast. In conjunction with concierge support, this package allows for the fastest turnaround possible.

What's Included

Step	Description
Guided creation or revision of onboarding packet templates	Ensure the onboarding packets are correct prior to send to the new employees. A ClearCompany representative will walk through the acquisition-relevant onboarding packet/s with you to ensure they have the information required. They will work with you on up to three different packet templates.
Candidate (AKA your new employees) data import	ClearCompany will import candidates from a completed CSV file into one or more *pre-existing* requisitions within your account. If you have concierge support service and are importing under 1000 data records, this import will be completed within 2 business days once we have the data from you. More than 1000 records may take a little longer -- but still quick! If you don't have concierge support, the timeline is 4 weeks for this import once we have the data from you.
Bulk onboarding training refresher	A ClearCompany representative will walk through how to use the bulk onboarding features so you can launch your packets quickly and accurately.
Permission and user group import	Once you've sent the onboarding paperwork to the new employees, a ClearCompany representative can assist to import permissions and data groups (if applicable) in bulk.
Send new employee data to your integrated payroll system	For clients with pre-existing payroll integration, this service includes the added benefit of sending new employee data to your integrated payroll system. Includes any required updates to existing export files due to the acquisition ex. new department/office mapping and new company codes.
Training Bite for your new employees	A 5-minute pre-recorded Vimeo video for the new employees to guide them through completing the onboarding forms and documents.