

# Altamira



## ALTAMIRA **PERFORMANCE**

[www.altamirahrm.com](http://www.altamirahrm.com)

# ALTAMIRA PERFORMANCE FUNCTIONS

**Altamira Performance is a cloud software that allows you to manage staff evaluation processes in a flexible, transparent and shared manner.**

## DIGITIZE THE EVALUATION PROCESS

Altamira Performance recreates the traditional process of performance management of a company in a digital, interactive environment, with all the resulting advantages.

This is because much of the platform is customizable by the client: the parameters and assessment schedules, list of skills, goals etc.

You may decide, for example, to allow or not the employee self-assessment or to enter a mid-year review to take stock of the situation.

## A SELF-SERVICE AND INTERACTIVE ENVIRONMENT

Altamira Performance provides managers and employees with a self-service environment in which to interact with total transparency.

Each employee receives his or her credentials and can view their own file and evaluation path, while managers can add assessments and comments on all staff working in their area.

An automatic notification system informs the parties when it is time for them to participate in the process.

## DEVELOP STAFF SKILLS

With Altamira Performance, a skills map is drawn up and you can increase, decrease and change the list of soft and hard skills available in the company, whenever needed.

Basically, our software assigns certain skills to individual positions, while others, mostly transversal, are considered essential for everyone working for the company.

These aspects too can be edited to meet the needs of the customer.

## IDENTIFY THE SKILLS GAP

After identifying the skills to be tracked for an employee, you then assign them an initial rating.

In this phase, in addition to the manager's assessment, self-assessment by the employee may also be foreseen, so as to increase their sense of involvement and obtain extra input for consideration.

The difference between the existing ratings for the skills and the desirable rating determines the skills gap which is calculated automatically by our platform. This gap to be filled is reflected in the definition of an employee's goals.

## ASSESS SKILLS THROUGH OBSERVABLE BEHAVIOR

Our performance evaluation software also supports evaluation through observable behaviors, which is becoming increasingly widespread among companies.

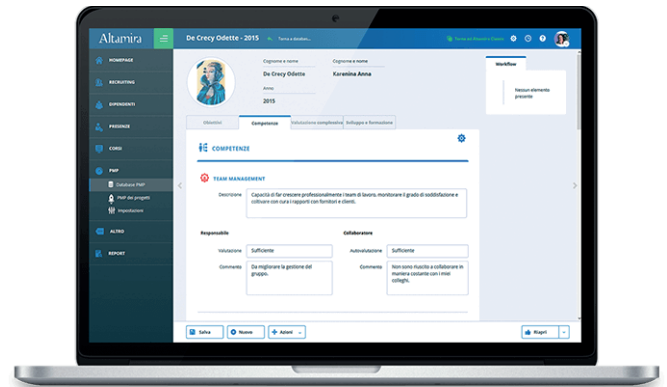
This model allows evaluators to be more objective, judging the frequency of a concrete behavior as opposed to an abstract competence.

Then, the platform calculates a unique grade to be used for training and incentive programs!

## SET THE GOALS FOR EACH EMPLOYEE

Thanks to our performance evaluation platform, employees and managers work together to set clear and—most importantly—measurable goals (we recommend using the SMART methodology).

In this way, the staff will know exactly how to bring added value for the company, and the manager will have the opportunity to monitor their work and will have a data history at their disposal.



## REWARD MERIT WITH AN MBO SYSTEM

Use Altamira Performance to flesh out your Management by Objective strategy.

Set company and personal objectives, giving each one a weight in the calculation of rewards.

Continue the process of evaluating objectives within the set time frame, involving both managers and employees thanks to notifications and the full transparency of the process.

## ORGANIZE DATA INTO REPORTS

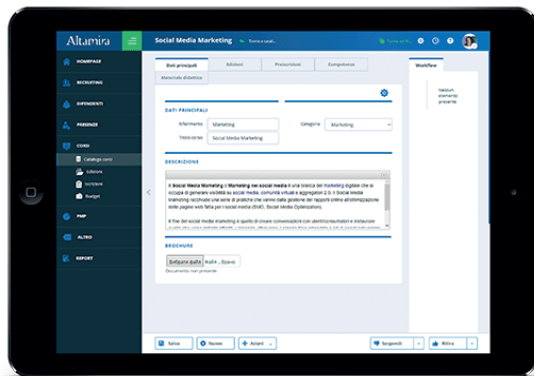
The platform offers numerous reports as well as the possibility of creating new ones or organizing and viewing data in pie charts, histograms, tables etc.

Thanks to the reports, decisions about awards, promotions, renewals, hiring, content for the company training plan, etc., can be made on the basis of concrete data.

This way, planning your human resources development based on merit and objective factors, rather than on subjective judgements, becomes easier.



# WHY CHOOSE **OUR SOFTWARE**



## READY TO USE AND **CUSTOMIZABLE**

Altamira HRM is configured according to the latest HR best practices and it comes ready to support your business.

At the same time, the customization system allows you to replicate your already established processes on the platform, adapting it to your needs.

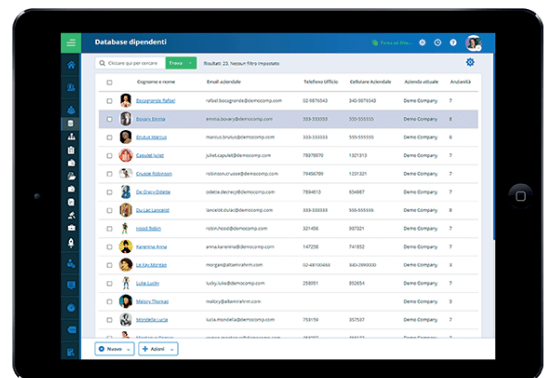
After the initial configuration carried out by our team, you can continue to make changes in full autonomy, thus protecting your investment.

## EASY TO USE

The user experience lies at the heart of our development process: that's why using Altamira HRM is easy from the very first minutes.

Access is by a simple browser - an environment familiar to everyone - using personal credentials (username and password).

The clear and user-friendly interface is designed to be quickly mastered, even by those who only occasionally use the platform.

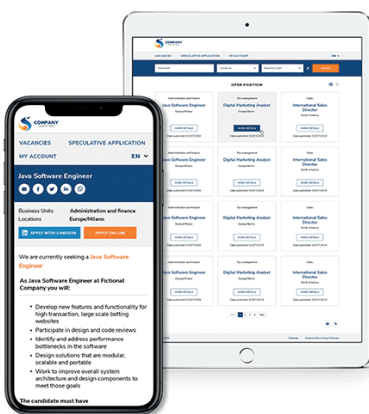


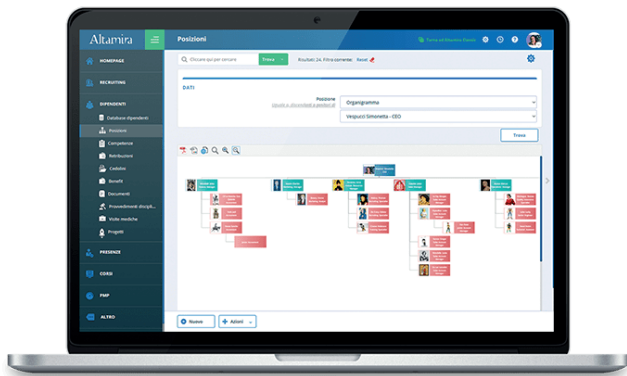
## ACCESSIBLE **FROM ANYWHERE**

All products in the Altamira HRM suite are provided via Cloud and available in self-service mode.

This means that you can access them from anywhere and using any device with a browser!

The responsive design of our platform makes for easy use and excellent browsing experience with any smartphone or tablet.





## EASILY INTEGRATED

Altamira HRM integrates easily with other business software, such as payroll systems, attendance tracking, CRM etc.

Through the API or a simple file exchange, you can import and export data in commonly-used formats and take advantage of the powerful reporting features available.

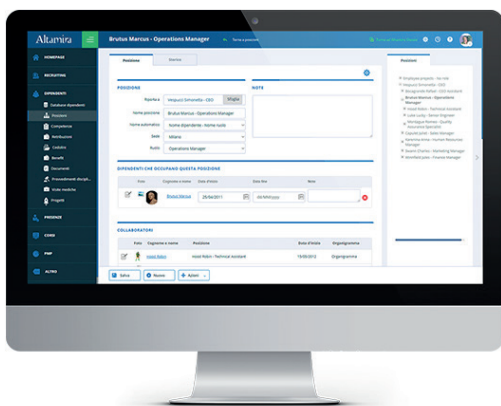
Any changes which arise in HR and IT strategy will be managed in a simple and painless way!

## SECURE AND COMPLIANT

The security of our platform is guaranteed by our advanced technologies and proven procedures.

Even more, our services are hosted on Microsoft Azure and Amazon Web Services, the 2 most advanced and reliable cloud computing services in the world.

Choosing Altamira also means solving the problem of managing privacy for job candidates and employees, thanks to a special dashboard dedicated to the GDPR.



## CONVENIENT

The Altamira HRM suite does not require the purchase of any licence, nor does it involve complicated installation, maintenance and upgrades or call for IT unit intervention.

Prices are based on company size and requirements: you only pay for what you actually need, through a monthly or annual fee.





## ABOUT US

Altamira Srl is an Italian software company which produces recruiting and human resources software.

Founded in 1999 and based in Milan, it was among the first to deliver its products as SaaS (Cloud-based).

All team members (marketing staff, consultants, programmers, and technical assistance) are highly qualified and have training and experience in human resources management processes.



## OUR PRODUCTS

Altamira offers a suite of software for human resources management consisting of:

- **Altamira Recruiting** to manage the entire candidate selection process.
- **Altamira Employees** for managing employee data and documents.
- **Altamira Learning** to handle corporate training.
- **Altamira Performance** to digitize the performance evaluation process.
- **Altamira Leave Management** to request and approve absences and leave.
- **Altamira Attendance** to track clock-in and clock-out times, extra hours and more.

# Altamira

The full HR Altamira software suite meets the needs of both small and large businesses, as well as those of complex multinational groups.

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