Altamira
Leave Management

Digitalize your absence management system

Altamira's Vacation and Leave software and its native app allow companies to increase the transparency and efficiency of their absence management processes, saving precious time and money.

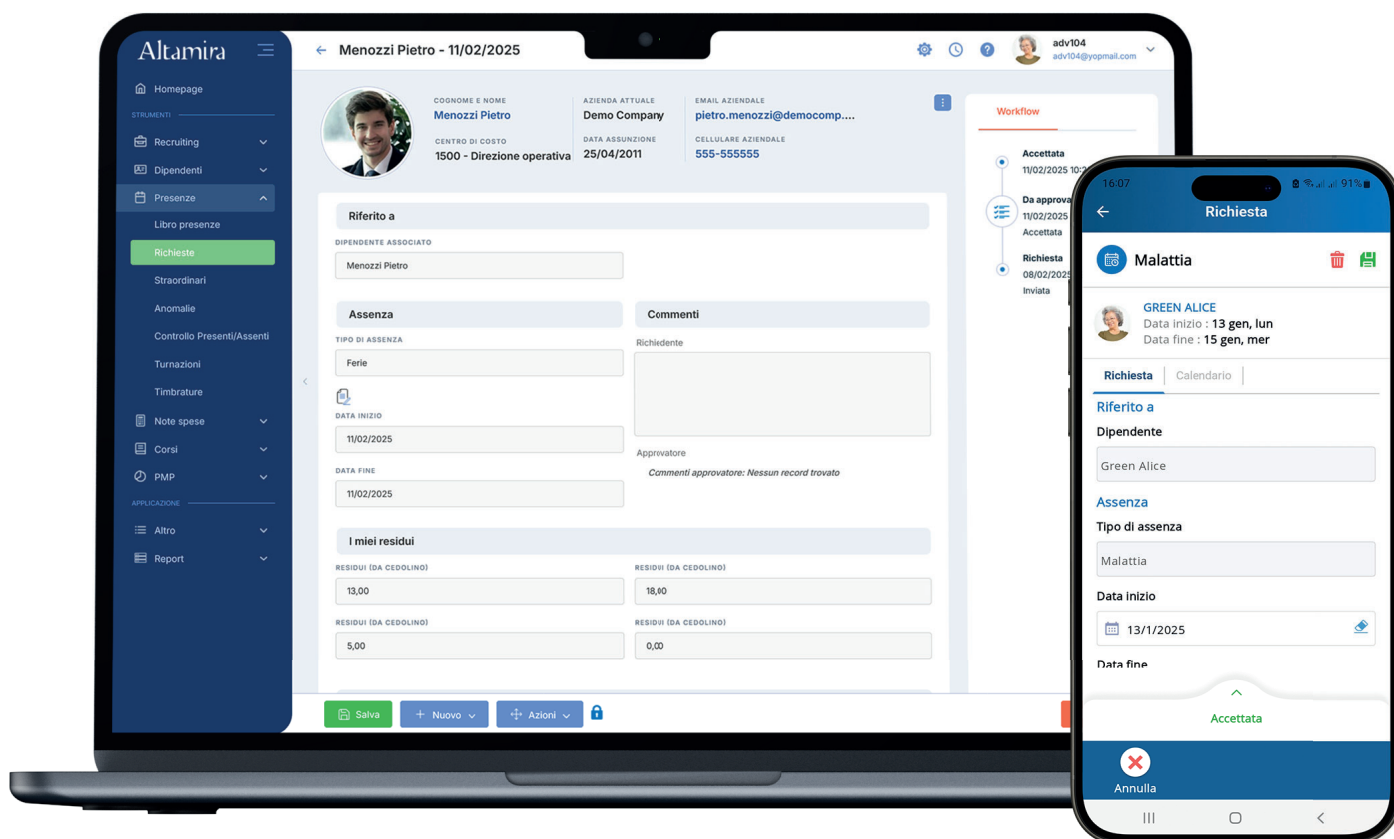## Simplify the absence management process

Altamira Leave Management simplifies and speeds up the process of submitting and approving time-off requests, facilitating the scheduling of the company's vacation plan.

All activities occur within an intuitive and secure cloud-based system, accessible from a local browser or smartphone using the native Android or iOS app.

Speed up the approval process

Whether you are using the web version or the native app, vacation and leave requests can be resolved within seconds with the added ability to attach notes and documents.

Managers are instantly notified via email and push notifications, and the approval process can be completed with just a few clicks.

Altamira **Leave Management**

Share your company's vacation plan

All time-off requests aggregate into a single shared calendar which is a real-time visual representation of the company's vacation plan.

The calendar can be viewed by day, week or month, and filtered to only show specific holidays or work teams.

Keep track of leave balances

Altamira Leave Management allows employees to quickly check their leave balance, instantly knowing their residual, accrued, and taken permits and leaves without painstakingly calculating them with their payslips. As a result, absence requests will be quicker and more thoughtful.

Manage expense reports and remote work

Our absence management software also keeps track of remote work and allows the attachment of expense reports for business trips, all without needing to purchase a separate HR module!

Organize your data and generate reports

All the information managed by the platform can be extracted and organized through the reporting system, generating valuable reports on absenteeism.

The Altamira Leave Management software provides many fully customizable report templates while allowing users to create and save as many as needed.

Enhance Altamira Leave Management with the rest of the Altamira HRM Suite

Managing multiple HR processes with Altamira HRM Suite provides great benefits. You'll only need to create, store and protect one set of credentials that'll give you access to a unified interface where you'll be able to generate all the reports you need.

Improve employer branding and hire the best talent with **Altamira Recruiting**

Manage employee information, documents, and processes with **Altamira Employees**

Develop upskilling and reskilling programs with **Altamira Learning**, and improve the competencies of your employees

Recognize and reward merit with a digital employee evaluation system thanks to **Altamira Performance**

Manage working hours, shifts, clock-ins, and overtime with **Altamira Attendance**

Simplify reimbursement management with **Altamira Expense**

Discover all the features of Altamira software

Easy and intuitive

The user experience is at the heart of our development process. As such, our platform is easy to navigate, even without training.

Fully customizable

The customization system allows you to replicate already established processes, adapting the platform to your specific needs.

Supports remote working

The Altamira Suite facilitates the management of remote and hybrid personnel.
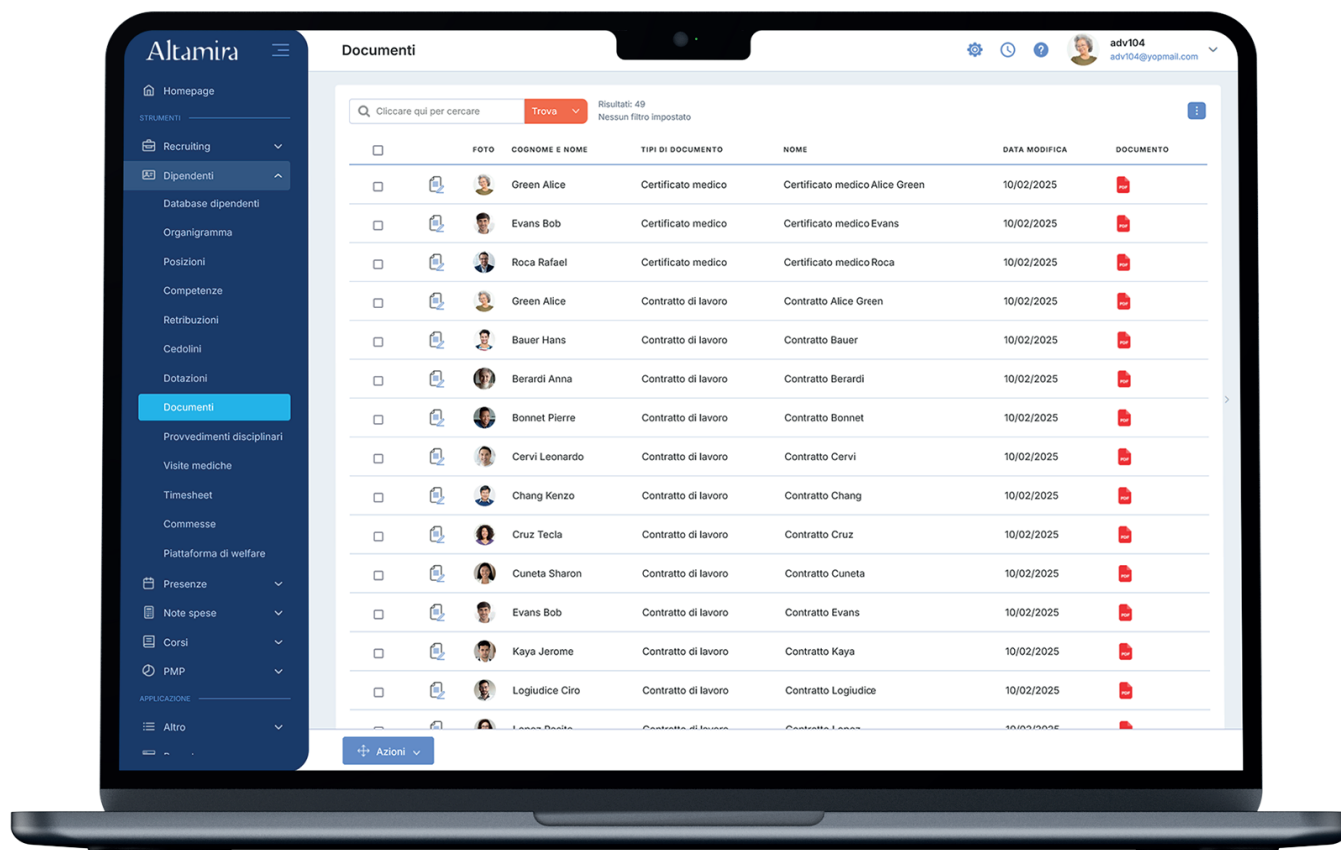
Effortless integration

The Altamira HRM Suite is fully open and programmed for exchanging data with other business management software.

Safe and regulation compliant

The security of our platform is guaranteed by advanced technologies and established procedures.
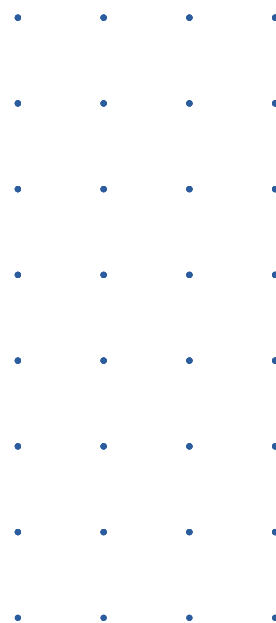
Documented and well supported

As a partner in the digitalization of Human Resources, we support you in every step of the way with our Help Center full of practical guides.

At your side in the digitalization of the HR processes

We are an Italian company supporting enterprises in digitalizing their processes since 1999. Our software suite has already been adopted by companies across all sectors, mainly in Italy, Spain, and Switzerland.

Contact us for a free demonstration of our products.

Our solutions are trusted by the HR departments of...

Altamira