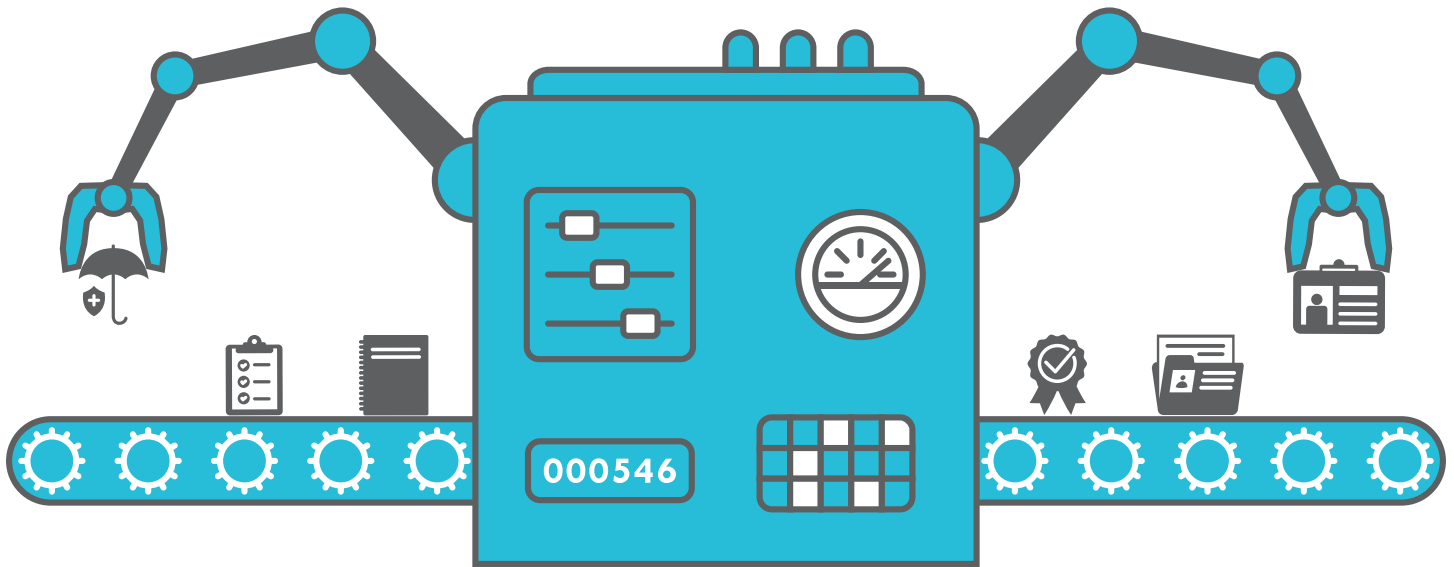


# RPA in HR: Leveraging RPA to Enhance the Employee Experience







RPA streamlines the data collection and entry tasks, ensuring that standard processes are followed consistently, with no errors or missed steps. One of the key features of RPA is that the digital workers—or “bots”—can be programmed to read emails and recognize predefined information. For those using an email-based process, recruiters or new hires can email documentation to a unique address. The bots will open emails, download files, scan through them, and identify and collect necessary data. With proper configuration, the bots can not only “read” messages and extract data but can also respond to the sender. For example, if any information is missing, the bots will address the specific gaps and continue to follow up with the submitter until completion. The bots eliminate the need for HR to fetch data from multiple sources or for the employee to manually complete new-hire forms.

Another excellent feature of RPA is its ability to securely store credentials while allowing bots to log into multiple systems. After receiving required new-hire data, the bots can enter the data into a spreadsheet and cross-check multiple systems internally and externally (e.g., background check website) to ensure the information is consistent and accurate. Once completed, the bots can log into HRIS to finish the new-hire setup in the system. Workflow can also be designed to direct the bots to email security for badge issuance and IT for phone and desktop setup. If desired, the bots can even log into the payroll system and create the employee record to execute payroll.

## By leveraging RPA, organizations can perform onboarding from start to finish in a flash with minimal human involvement.

HR employees can be released from repetitive and routine tasks to focus more on strategic and improvement activities. And most importantly, new hires will begin their career journey with a positive, lasting experience.

### How ScottMadden Can Help

ScottMadden can assist you throughout your RPA journey. From planning and executing your digital strategy to executing a RPA pilot, we have the knowledge and expertise to help! For more information on RPA at ScottMadden, please see these additional articles of interest:

- Plan a Sustainable, Enterprise-wide RPA Model
- Robotic Process Automation: A Production-Ready Pilotz

**Smart. Focused. Done Right.®**



**CONTACT US**



404.814.0020



[scottmadden.com](http://scottmadden.com)



[info@scottmadden.com](mailto:info@scottmadden.com)