

COMPANY BROCHURE

Everything you need to manage your workforce

HR:Duo

Automate. Comply. Thrive.



hrduo.com

Create team schedules, accurately track working hours, and simplify payroll – all while automating over 80% of repetitive HR tasks and centralising data for clearer operational insights.

While many tools offer fragmented HR support, HR Duo is built for business. From time tracking and shift scheduling to payroll reporting and performance management – everything runs through one platform.

But this isn't just about saving time. HR Duo embeds compliance into your day-to-day – giving managers access to smart contracts, policy templates, and audit-ready records that align with employment law and company policy. It reduces risk, builds confidence, and keeps operations moving – especially where workforce coordination is complex and business-critical.

HR Duo isn't just supporting HR. It's helping you run the business.

83% of frontline and deskless employees in the UK and Ireland prefer to handle day-to-day tasks such as clocking in and out, requesting leave, and swapping shifts via self-service platforms like HR Duo.



Some Cool Customers

We've been super busy bringing a little calm to some of our favourite customers, and we think we've built up quite the roll of honour. Here are some great brands already using HR Duo to automate their HR and workforce operations.

alliedcare a better future together

Supermac's

LAMDA

**GREYHOUND
RACING
IRELAND**

cpac[®]
Modular

TSG

Longacres
GARDEN CENTRES

MANNA[®]

 **ktf**
HOUSING

Solgari

 **Limitless**
Health

 **HaloCare**
empowering wellness

locality
the power of community

PLMR

kwai
KELLERWILLIAMS

ABM
CONTRACTORS

 **carr
gomm**

Butlers
CHOCOLATE MASTERS, SINCE 1932

grüum.

 **mirus**[™]
global hygiene solutions

gym+
plus

A man with dark hair, wearing a light blue button-down shirt and a dark grey apron, stands with his arms crossed in a floral shop. He is surrounded by various flowers, including pink and yellow roses, and greenery. In the background, there are glass vases and branches with small white flowers.

Managing a Flexible Workforce

Retail businesses depend on a mix of full-time, part-time, and seasonal staff to meet fluctuating demand. Scheduling these employees efficiently while ensuring fairness and compliance is increasingly complex.

HR Duo's intelligent shift scheduling and time-tracking tools allow retailers to manage diverse teams across multiple locations seamlessly. By automating staff allocation and enabling mobile access for employees, businesses can improve workforce satisfaction and reduce scheduling errors.

Rising Staffing Costs

Rising employee costs, high turnover rates, and staffing shortages are pressing challenges for retail businesses. With turnover rates reaching up to 30% annually and the average cost of replacing an employee estimated at £12,000, retention has become a critical priority for the sector.

As well as the tools to onboard and help retain staff, we provide powerful workforce analytics and real-time cost reporting, enabling retailers to optimise staffing levels and make smarter, data-driven decisions.

Employment Regulations

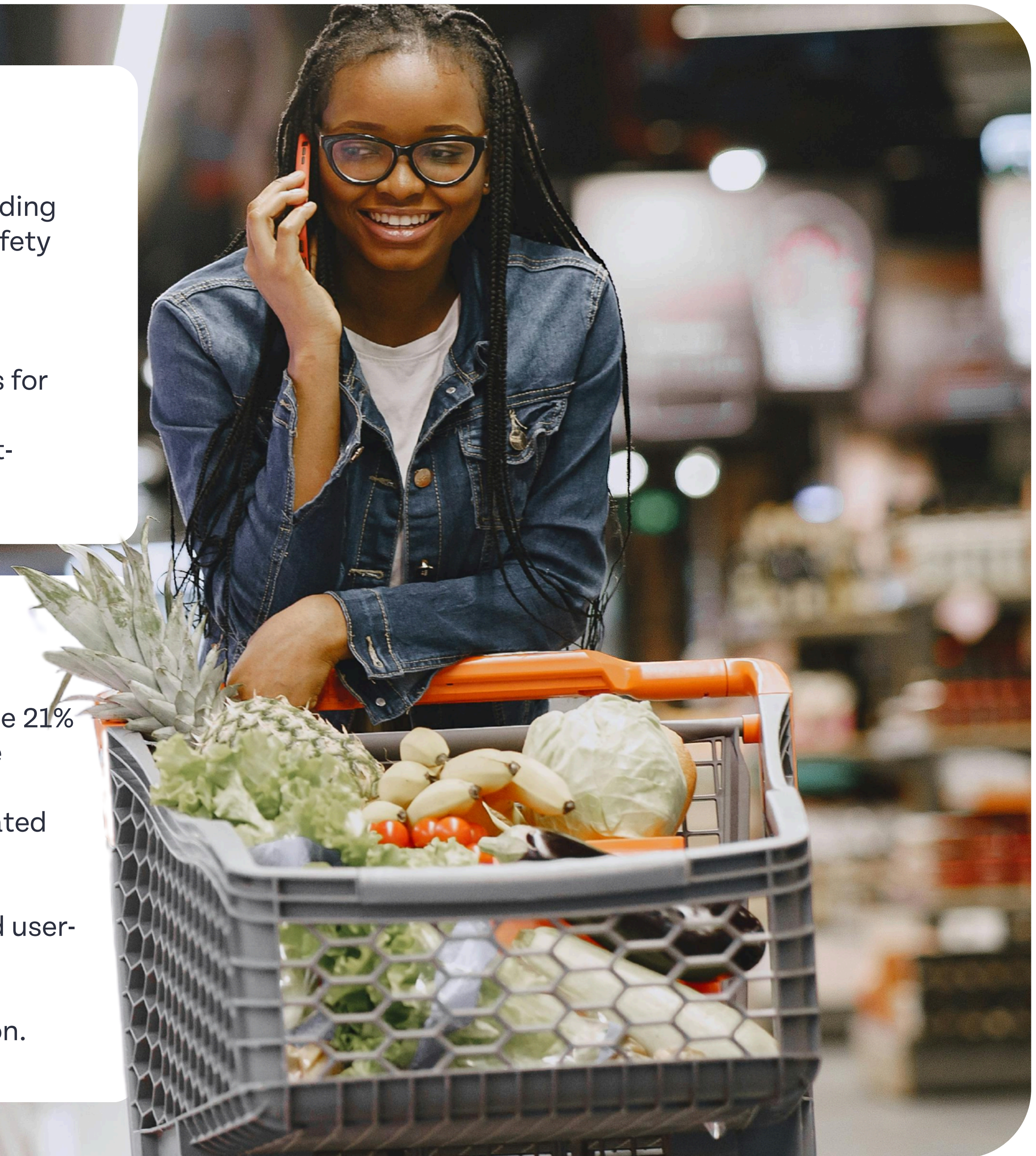
Retailers face strict and evolving employment regulations, including minimum wage laws, working time directives, and health and safety standards. Non-compliance can result in fines, legal issues, and reputational damage.

HR Duo automates compliance tracking with built-in safeguards for payroll reporting, time management, and certification tracking, reducing the risk of errors and ensuring businesses remain audit-ready.

Enhancing the Employee Experience

Did you know that companies with highly engaged employees see 21% higher profitability and 41% lower absenteeism? In a competitive market, creating a positive employee experience is essential for attracting and retaining top talent. Manual processes and outdated systems often frustrate employees and hinder productivity.

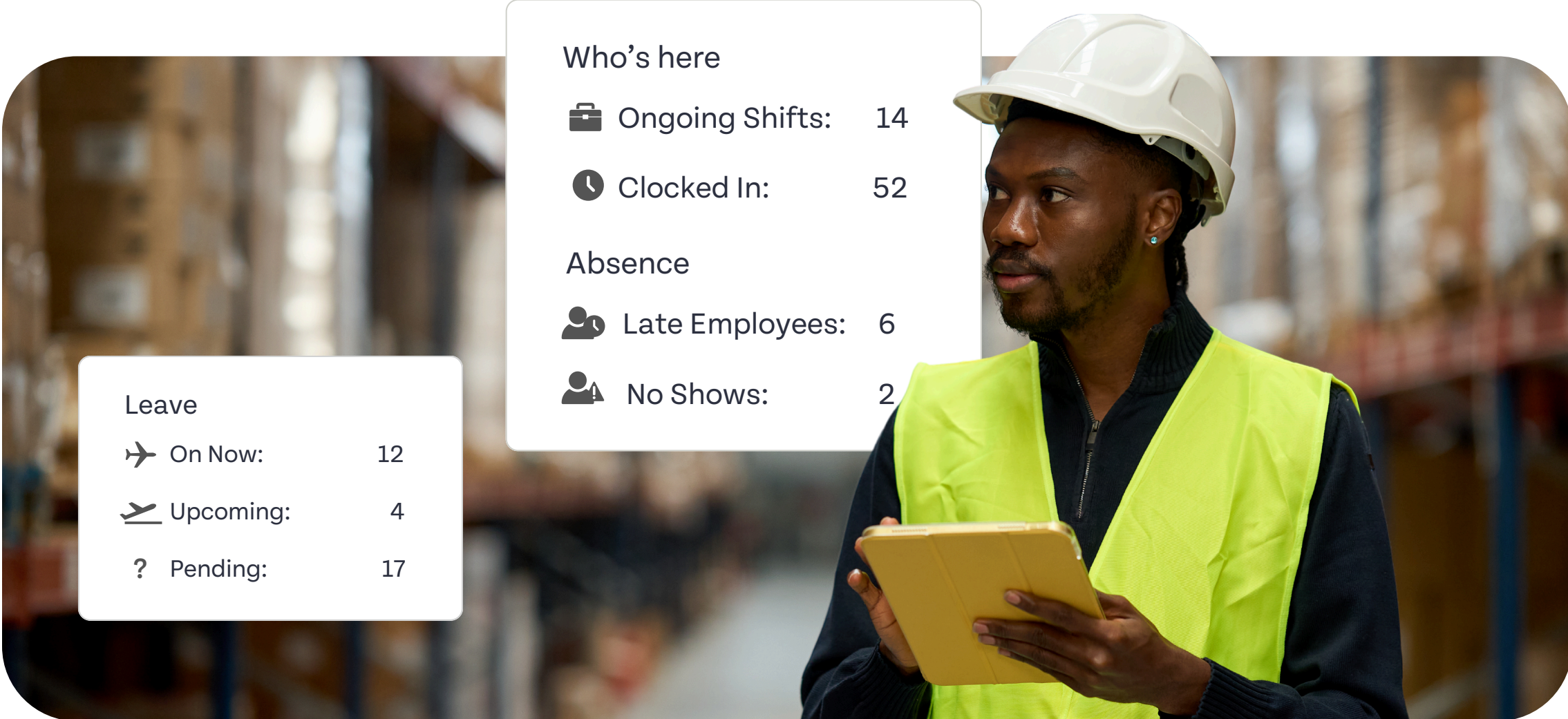
HR Duo's mobile self-service tools, automated HR processes, and user-friendly interface empower employees and simplify operations. Features like digital contract management and automated onboarding improve transparency and streamline communication.



Workforce Management

Optimise daily operations with advanced time-tracking, flexible shift scheduling, and accurate payroll reporting.

HR Duo brings all your frontline employee processes and data into one place. Our flexible platform adapts to suit your business needs, scales with your growth, and eliminates the need for multiple platforms.



Shift Scheduling and Digital Staff Rotas

Create, adjust, and publish shift patterns in minutes and build rotas that align with production needs.

Time Tracking and Attendance Monitoring

Track working hours of your employees or contractors, with real-time updates of who has clocked in.

Accurate Payroll Reporting

Use unified data from time tracking, scheduling, and leave management to create accurate payroll reports.

Full Visibility and Workforce Analytics

Generate reports on attendance, performance, team behaviours, or workforce analytics in seconds.

Centralised Employee Profiles and Data

Securely store employee details and data whilst tracking skills, certifications, and work history.



Hi Caroline!

Chief Operations Officer | Birmingham

Clock In

Clock In

- Remaining Leave:
Including pending leave requests17.5 DaysApply
- Worked This Week:24.30 HoursView
- Employee Assistance ProgrammeView

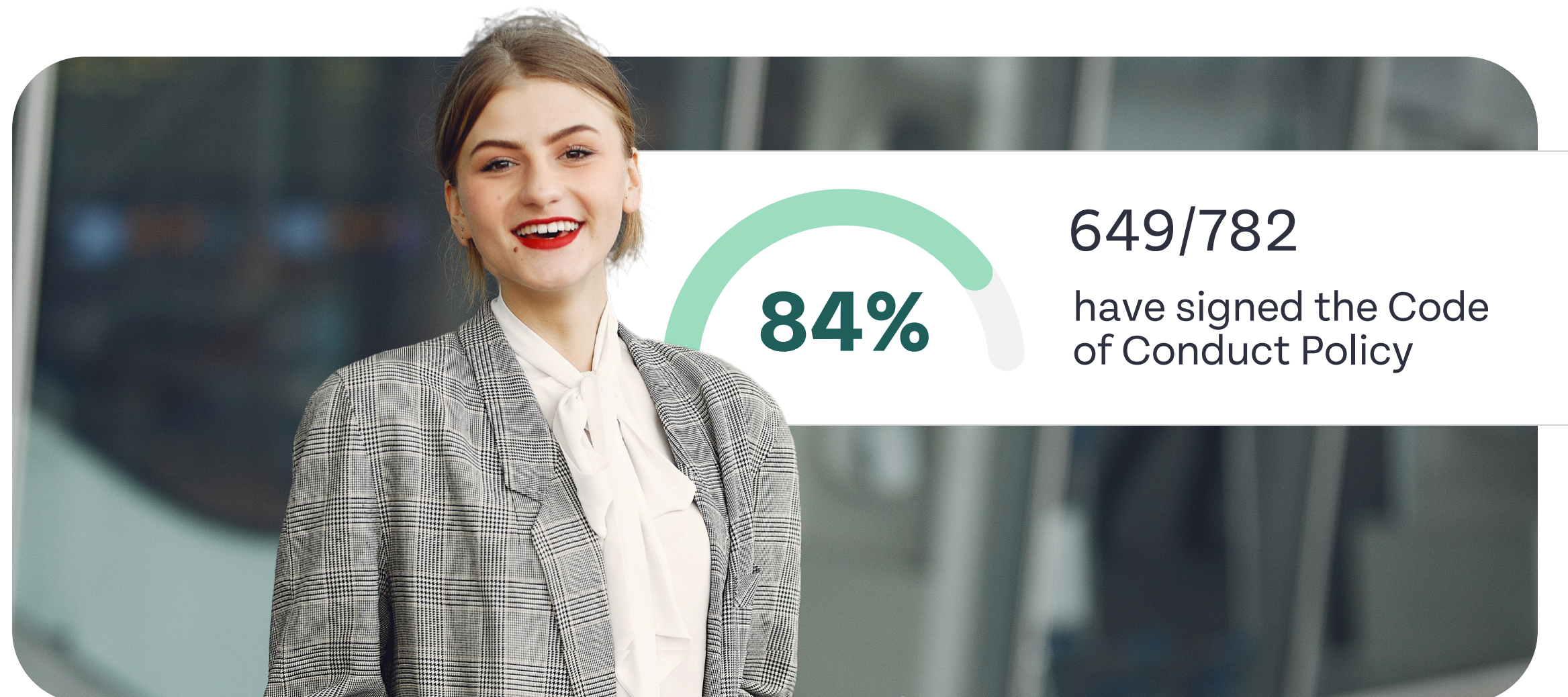
Project Tasks

- Annual Performance Reviews
- Strategic Planning: KPIs
-

HR Assist

Automate routine HR tasks and ensure compliance with a human-backed digital assistant – designed to support your team.

Our modern, digital-first HR assistant simplifies complex tasks – from drafting compliant policies, letters, and documentation to supporting employee relations – so your team can focus on what matters most.



Compliant HR Policy Templates

Over 200 expertly drafted, fully customisable HR policies – always kept up-to-date with local legislation.

Model HR Letters with Integrated Emails

Create and modify expertly crafted HR letter templates that save you time and ensure compliance.

Digital Contracts with E-Signatures

Create, share and sign professional contracts in just a few clicks with HR Duo's innovative document builder.

Employee Relations

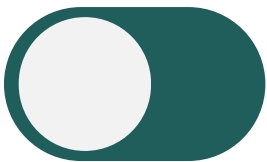
Get real-time support for handling grievances, disciplinary actions, and employee relations matters.

Employee Assistance Programme (EAP)

An award-winning portal offering support and guidance for employees facing personal or work-related challenges.

Action Requests

PENDING



Policy Amendment

HR Duo Policies



Employee Assistance Programme



Review Scheduled

30 seconds ago

Adam Mitchell has scheduled a performance review.



Activate Employee Reminder

2 hours ago

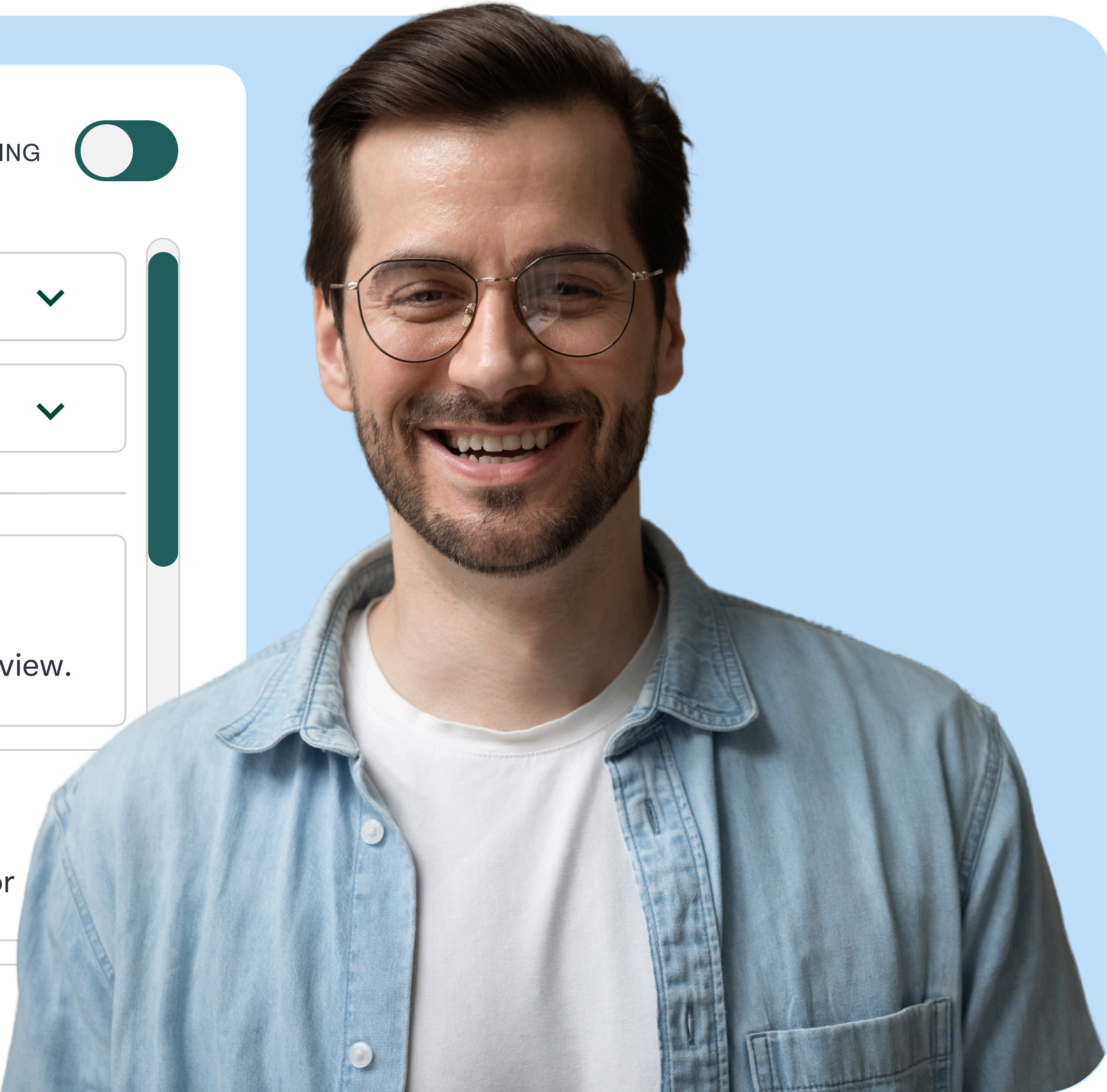
Hannah Jones' start date has been confirmed for



Employment Contract

1 day ago

Awaiting signature from Simon Clarke



EmployPath

Manage every stage of the employment lifecycle with the tools to recruit, engage and nurture your workforce.

Automate key processes such as hiring, onboarding, and performance management. HR Duo helps businesses simplify employment tasks, eliminate errors, and maximise your workforce’s potential.



Built-In Applicant Tracking System (ATS)

Simplify hiring with job posting, applicant tracking, candidate shortlisting, and interview scheduling.

Enhanced Onboarding

Accelerate your new hire's integration into the workplace with automated onboarding tools.

Performance Management Suite

Keep employees on track with the tools to set clear goals, monitor real-time progress, and provide feedback.

Goal and Objective Tracking

Ensure clarity and alignment by setting measurable goals for teams, departments, and individuals.






Performance Analytics and Reports

Gain a deeper understanding of trends and workforce performance with analytics tools and detailed reports.



Performance Dashboard

Upcoming Completed

Name		Employee	Due Date
Quarterly Review	Standard Review	 Julia Haddish	Wed 14 Aug 2025
Annual Review	Standard Review	 Jonathan Kent	Wed 21 Sep 2025
Skill Evaluation	Competency Review	 Sanjay Jagdish	Thu 22 Sep 2025
Behavioural Checklist	Checklist Appraisal	 Catherine Barnes	Wed 03 Oct 2025
Probation Review	Standard Review	 James Roberts	Wed 16 Nov 2025

My Objectives

12 Open: 9 Closed: 3

Team Objectives

10 Open: 5 Closed: 5

Department Objectives

25 Open: 20 Closed: 5

Company Objectives

10 Open: 10 Closed: 0

One System. Total Oversight.

HR Duo has evolved beyond traditional Human Resource Management Systems and provides a unique experience.

Our platform brings together powerful HR tools and workforce management features, eliminating the need for multiple systems or third-party integrations. People managers can simplify day-to-day operations, coordinate teams with ease, and ensure full compliance across their workforce.

Workforce Management

Optimise daily operations with advanced time-tracking, flexible shift scheduling, and accurate payroll reporting.

[Explore More](#)

HR Assist

Automate routine HR tasks and ensure workforce compliance with a digital assistant designed to support your team.

[Explore More](#)

EmployPath

Manage every stage of the employment lifecycle with the tools to recruit, engage and nurture your workforce.

[Explore More](#)

“With a single platform to manage our employees, we’ve saved time, improved payroll accuracy, and ensured compliance across all our 118 locations. It’s a game-changer for our business.”



Jacinta Greene
Head of HR, Supermac's

Supermac's

“With a flexible clock-in system and a user-friendly platform for employees to request time off, HR Duo gives our managers an easy way to plan ahead.”

Thomas Keenan
Director, KTF Housing

“With instant access to pre-made policies and compliant HR documentation, HR Duo affords us complete peace of mind from a legal standpoint”.

Shauna Hinkson
HR Partner, Manna Drones

An Investment for the Future

HR Duo enables your HR and operations teams to act strategically and drive real business growth.

By seamlessly connecting all your workforce data and processes in one platform, HR Duo enables faster decision-making, accurate reporting, and better coordination across departments. More importantly, HR Duo grows with your company, thanks to its rapid product development and ability to add modules or unlock additional functionality, such as our applicant tracking system or employee relations support, without switching between systems or relying on third-party integrations.

As a result, you can trust that your company is set up optimally for future growth.

27k+

active users across multiple industries and locations use HR Duo to clock-in, check rotas, request leave and manage their personal details.

80%

automation of HR tasks—like policy generation, reporting, and performance management—helps HR teams work faster and stay compliant.



potential to reduce costs and save time on routine tasks—with a modern platform that delivers complete peace of mind and full control over your operations.

Ready to transform your workforce?

With a seamless, user-friendly design and powerful automation, HR Duo empowers you to focus on business growth, not administrative tasks.

Designed to adapt to your team's unique needs, HR Duo ensures compliance, boosts engagement and provides real-time insights – all in one secure, cloud-based solution.

Whether you're managing shifts, supporting employee development, or enhancing compliance, HR Duo is here to make your day-to-day operations easier and more effective.

Witness first-hand how our platform can streamline your HR operations, empower your employees, and supercharge your company's success.

See it in action with a free demo [↗](#)

HR:Duo

Automate. Comply. Thrive.

UK

+44 0121 295 7330
info@hrduo.com

Ireland

+353 (01) 211 8800
info@hrduo.com

All rights reserved. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, faxing, emailing, posting online or by any information storage and retrieval system, without written permission from the Publisher. All content and images copyright of the respective companies. For more resources and guides visit www.hrduo.com