



“Adams Keegan allows us to focus on guest satisfaction. Their HR technology, hospitality experience, and scalable system make us more efficient. They understand ROI and risk management. That makes them a great partner.”

– PRESIDENT, NATIONAL HOTEL  
MANAGEMENT OPERATOR



## HOSPITALITY OPERATIONS MEET INTEGRATED HR SOLUTIONS

*We are at your service.*

We understand the hotel and hospitality business and know that guest satisfaction depends on employee satisfaction. Managing employee administrative duties can distract your team from delivering the kind of experience that ensures guest satisfaction.

We know how to fix that.



# Fewer Burdens, More Bandwidth

Adams Keegan provides best-in-class service to the hotel management and hospitality industry with a proven “technology-plus-people” approach. The complicated business of running a hotel with its many moving parts makes having a seamless working environment crucial.

With our support, your HR team can focus on helping your employees bring the best service for your guests. Our services include:

- Fully integrated HRIS functionality with single sign-on
- Digital solutions for paperless hiring and employee records, integrated timekeeping, and 24/7 access to critical HR functionality
- Automated payroll and robust reporting solutions that integrate seamlessly with M3<sup>®</sup> and other hospitality-related accounting systems
- Hospitality recruiting solutions for corporate management, general manager, director of sales, food & beverage, housekeeping, and more
- Reduced risk and improved compliance with proven HR practices, benefits administration, and federal benefit reporting requirements
- 24/7 employee access to HR, benefits, vacation, and payroll-related functionality

## A CASCADE OF BENEFITS THROUGHOUT YOUR ORGANIZATION

### CORPORATE BENEFITS

- Reduce employment-related administrative costs
- Integrate HR, benefits, and payroll into a single system of record
- Ensure employer compliance with proven, automated processes
- Reduce costs by eliminating double entry of data in multiple systems
- Consolidate vendors with an integrated service platform
- Provide scalability for growth without adding administrative staff
- Streamline takeovers and new property openings

### GENERAL MANAGER AND DEPARTMENT MANAGER BENEFITS

- Ensure accurate employee information across all systems
- Gain time by eliminating manual HR administrative duties
- Apply time to training and employee development
- Focus on building your service culture and guest experience

### FRONT LINE EMPLOYEE BENEFITS

- Self-service portal for reviewing payroll, updating personal information, requesting PTO, accessing benefits, etc.
- Assurance of accurate payroll, taxes, and benefits
- On-call assistance with questions about payroll, taxes, benefits, etc.
- Digital new hire processes and access to employment documents
- Better training by managers freed of administrative tasks

