

Post Partner

HR CASE STUDY:

GEOamey

THE PROBLEM

Post Partner's client, GEO Amey were moving offices but had a 'Room of Doom' full of current and past HR records.

The paper records (2500 files comprising 250,000 pages) had become so overwhelming that the team didn't want to even enter the room, let alone attempt to move the records to their new offices.

Furthermore, they were aware of the sensitive nature of certain documents and didn't want to be storing old records that no longer needed to be kept.

THE SOLUTION

Post Partner turned out to be the perfect solution for GEO Amey given their combined employment law and digitisation expertise.

All the files that GEO Amey needed to keep were digitised and uploaded to their Sharepoint environment in less than a month. This allowed them to destroy all of the physical files and prevented them from wasting space in their new offices.

THE BENEFITS

- £1000's saved in storage space
- Simplified employee file management
- All employee information in one place
- Easy to find an individual employee record quickly and efficiently
- Easier to comply with GDPR

SUMMARY

We helped GEO Amey Group to:

-Save space, time and money

- Improve the management of HR files

- Comply with GDPR data retention rules

CONTACT US

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I can recommend the services of Post Partner very highly when it comes to digitisation projects requiring real care and attention. Their management team were quick to understand our requirements and the sensitivity of the data we hold. They were fully informed from a data protection point of view and were able to deliver the project efficiently. The job was done ahead of time, on budget and with a minimum of disruption to our operation.

– Head of HR