



# A construction company reinvented **Vendor Onboarding & Offboarding** in **SharePoint** Environment

## Client Business Description

Our client is a UAE-based construction mogul mostly dealing in government projects. Their projects often start with procurement, however it also involves representatives from accounts, finance, supplier management and other departments working in tandem. To streamline these processes, they were on a look out for technology solution to automate their onboarding and offboarding processes in a secure Microsoft environment.

## Requirements

- ➡ To create mechanisms for enhanced collaboration and communication between vendors and their procurement teams.
- ➡ Encourage transparency and clarity in all the dealings with third-parties and stakeholders.
- ➡ Introduce new socialization practices in terms of work engagement and collaboration.
- ➡ Data Security and Compliance.
- ➡ Retaining Process Consistency: Same process over and over as designed but automated.
- ➡ Cognitive document automation to drive organizational efficiencies.

# Vendor Management Tool in Action

The client employed SharePoint Employee Onboarding/Offboarding Tool to encourage new vendors to find ways to use their signature strengths in their respective line of work. This enables them to fit in and conform to organizational norms — giving the management some control over what they can expect from the new onboarding. At the same time, process automation helps the client save time, accelerate project work and build stakeholder relationships.

## Features

We customized the employee onboarding software that aligns with their entire vendor onboarding lifecycle and establishing great vendor relationship to vendor deboarding.

- ▶ Data analytics
- ▶ Filter (Pending/Scheduled Tasks/ Completed Tasks)
- ▶ Customizable templates
- ▶ Adherence to quality standards
- ▶ Outlook and MS Teams plug-ins
- ▶ Onboard/Offboard history
- ▶ Level-based access and content privacy
- ▶ Pre-built onboarding templates
- ▶ Compliance tracking

## What changes at work?

Our client was able reap the benefits of a smooth vendor management process ensuring a positive impact on their employee productivity, efficiency and profitability.



Innovation/Creativity



Effectiveness on the job



Resilience/ Reduced stress



Remote Collaboration



Encouraging paperless environment



Increased Vendor Loyalty

## Technology



## Conclusion

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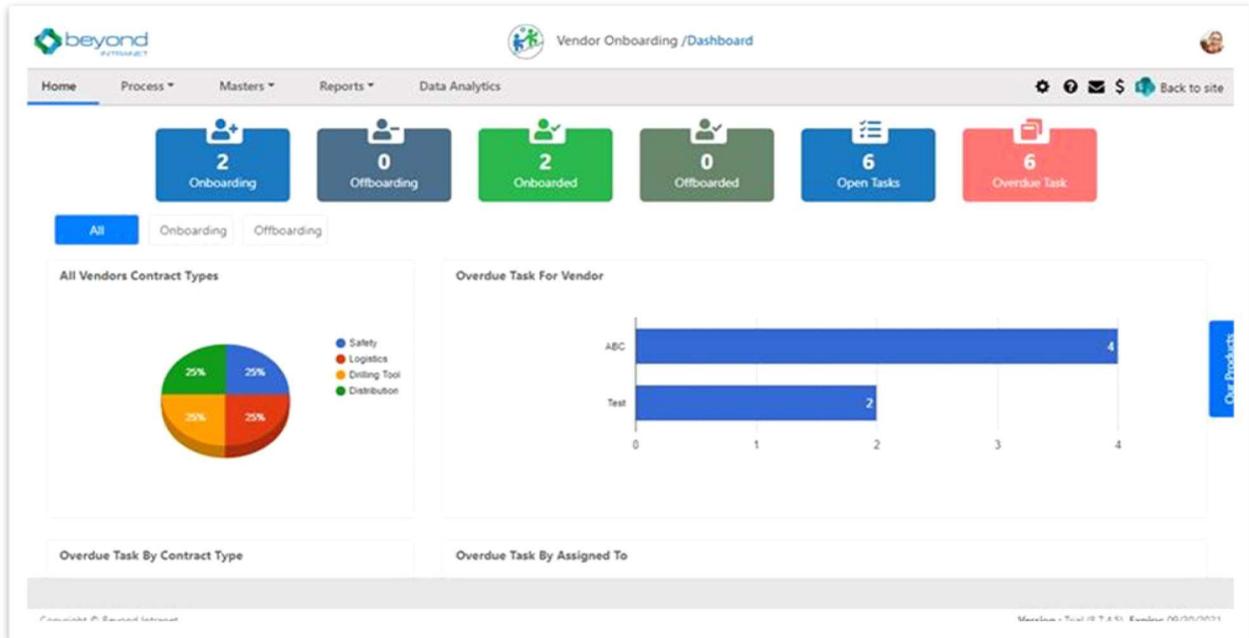
- The organization experienced improved performance, personal-identity socialization and remain adaptable and agile.
- Operational performance was therefore streamlined as the stakeholders like external partners, vendors, resellers, agents, etc. no longer gets affected by your manual processes.
- Alongside, evaluating individual/team performance got a lot easier.

### Schedule Your Demo Today!

Beyond Intranet provides purpose-built enterprise solutions configured to industry specific needs. Contact us now to learn how Vendor Onboarding can work for you.

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# At a Glance



**Vendor Onboarding /Onboarding**

Home | Process | Masters | Reports | Data Analytics

Basic Information | Tasks

User Type:  SharePoint User  Other

Vendor Name\*

Department:

Contract Type:

Vendor Type:

Date Of Joining\*

Personal Email:

Contact Number:

Alternate Contact Number:

Reference:

Location:

Onboard Start Date\*

Reporting Manager\*

Remarks:

Attachments  No file chosen

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