

6 common  
workforce  
management  
mistakes that  
cost businesses  
millions  
roubler.



# The constant challenge of effective human resources



Today's workforce management challenges are more complex than ever before, with HR managers feeling the pressure to provide transformative strategies that drive business success, while also taking responsibility for day-to-day recruitment, training and performance management.

Covid-19 has added additional weight to this already heavy burden, as HR teams grapple with the implicit unpredictability that comes with the "next normal".

Throw into the mix the constant requirement to stay up-to-date with the latest changes to industrial relations legislation, and it's little wonder human resources professionals are feeling more stressed and time-poor than ever.

When internal resources are stretched to their limits, it becomes more important than ever to have the right systems and processes in place, so HR teams can focus on more strategic efforts.

Unfortunately, these critical areas of focus can often be ignored in favour of simply getting through the day-to-day, to the detriment of bigger-picture thinking.

Read on to discover six costly mistakes businesses make with their people management systems and – most importantly – how to avoid them.



## Mistake 1: Putting up with messy integrations

Digital tools should make it easy to complete day-to-day people management tasks, giving HR teams the space and time to focus on strategy and the success of the business.

In reality, however, many teams are burdened with inefficient systems that prevent them from spending their energy where it matters most.

Software integrations are seldom straightforward. If you've ever been sold the dream and purchased a system that you've been told will work seamlessly with a dozen different platforms, chances are you'll understand just how difficult it can be to get different systems to truly "talk" to each other.

This leads to a whole host of intricate workarounds and over-complicated procedures, causing constant headaches for even the most experienced HR manager. Data integrity then becomes a significant issue, which leads us to mistake number 2...

## Mistake 2: Relying on manual data entry

Every minute you spend manually tidying up data in Excel, exporting and importing CSV files from one system to another, or painstakingly integrating systems via low-level APIs costs you precious time – not to mention money.

If your team is being held back by these repetitive non-essential tasks, it's time to take a long, hard look at your systems and processes and decide whether they are really the right solution for your business.

After all, even the smallest of data entry mistakes, whether they're caused by human error or an ineffective software integration, can end up costing your business millions.

Roubler will help you avoid payroll errors and data mismanagement, so you are not at risk of profit-shattering fines and backpay projects.





### Mistake 3: Falling behind with legislative changes

With payroll legislation constantly changing, and industrial relations regulations being amended frequently, it's never been more important to ensure your business is fully compliant.

When it comes to payroll, it's all too easy to make a small mistake that can result in a not-so-small fine, without even realising you've done so.

This can be a particular problem if your systems are not properly equipped to deal with complex pay rules, or if these pay rules have been modified over time on an ad-hoc basis.

Ensuring compliance is something that is best left to the experts, and your system should be automatically updated as regulations change, so you don't have to worry about the intricacies of every last legislative requirement.

This will also help you avoid the risk of being fined for not operating in compliance with the regulations.



### Mistake 4: Inefficient rostering practices

Although the rostering process doesn't always fall under the domain of HR, this essential workforce management process contributes on a fundamental level to the success of shift-based workforces.

Effective rostering won't just mean you have the right people working at the right time – it can also have a profound effect on overall profitability.

Your leadership team should always have easy access to transparent data around staffing costs, and managers should be able to easily optimise rosters to ensure they are as cost-effective as possible.

Furthermore, the entire rostering process should work seamlessly with all the elements of the people management ecosystem, including everything from leave requests to time and attendance data and more.

Any disconnect here will result in inefficiencies across the entire business – to the detriment of the entire team.



### Mistake 5: A lack of devoted HR resources

In so many businesses it's common for all HR tasks to fall to a single HR manager or small team who have other administrative responsibilities.

This makes it difficult to effectively manage recruitment, onboarding, record-keeping, time and attendance, performance management and payroll.

In addition, HR staff need to be across each legislative change: a particularly crucial task given the harsh fines levied for non-compliance.

It's easy to see how tasks such as talent planning and employee engagement get pushed to the bottom of the agenda.

If you have the right systems in place, your HR manager will have more time to focus on driving results for the business.

All-in-one workforce management software is a cost-effective answer to your HR resourcing problems, and will free up resources where they are needed most.



## Mistake 6: Spending too much... or not enough

There's a fine line when it comes to allocating internal funds to create the best possible results for your business. Don't spend enough and you'll find your team is ill-equipped to work efficiently, yet spend too much and you'll immediately eat into your profits. Deciding how much to spend on software to support your HR efforts is no different.

The starting point for many businesses is the vain attempt to manage their team in Excel – a system that is ultimately doomed to fail the moment the business grows beyond a mere handful of employees.

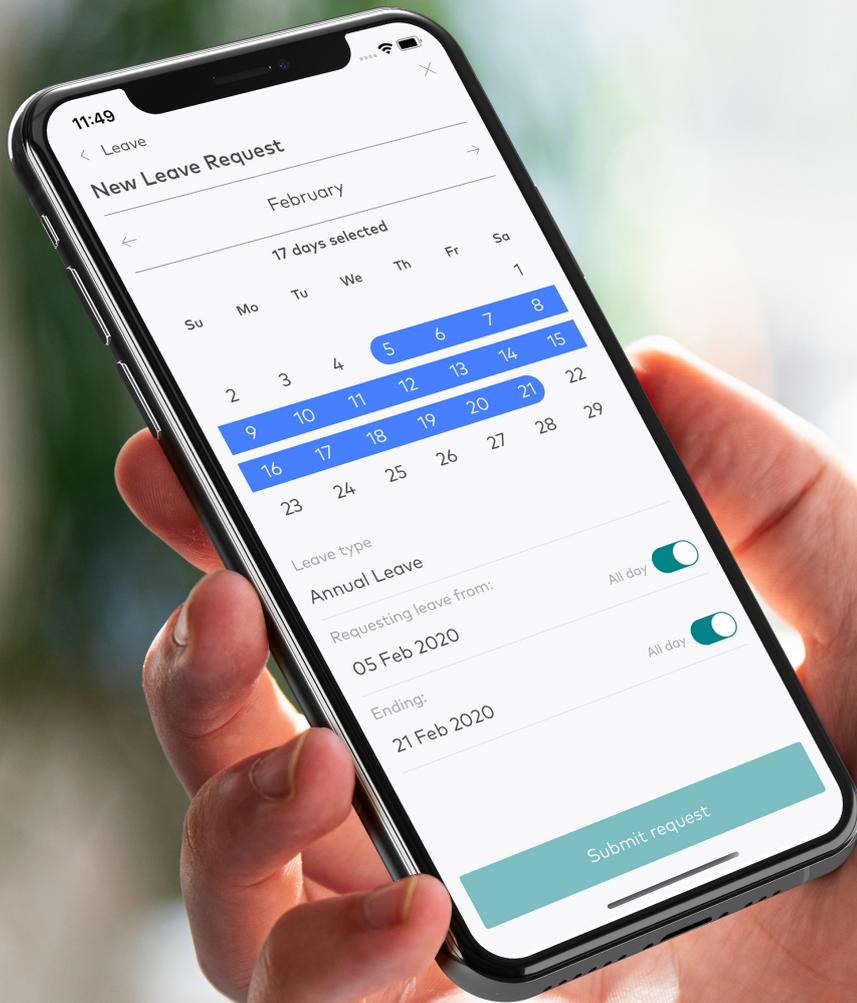
On the opposite end of the spectrum, many businesses find themselves with a complex suite of self-proclaimed "best-of-breed" software solutions, with all the bells and whistles this entails. This can end up costing a small fortune in subscription costs, integration consultants and lost time on manual data entry.

That's where a simple and seamless all-in-one solution can truly shine. By giving you all the essentials you need to manage your team effectively, not to mention some incredibly powerful AI-driven features such as our smart roster, Roubler can help you strike the balance with a comprehensive system that will actually save you money.

**"Roubler is easy, simple and time efficient."**

– Anthony Joseph,  
Manager, PS. Cafe





# Find out more

Want to learn more about how to avoid the most common HR mistakes?

Call us on +65 3163 6786  
or email [info@roubler.com](mailto:info@roubler.com)

**roubler.**  
[www.roubler.com](http://www.roubler.com)