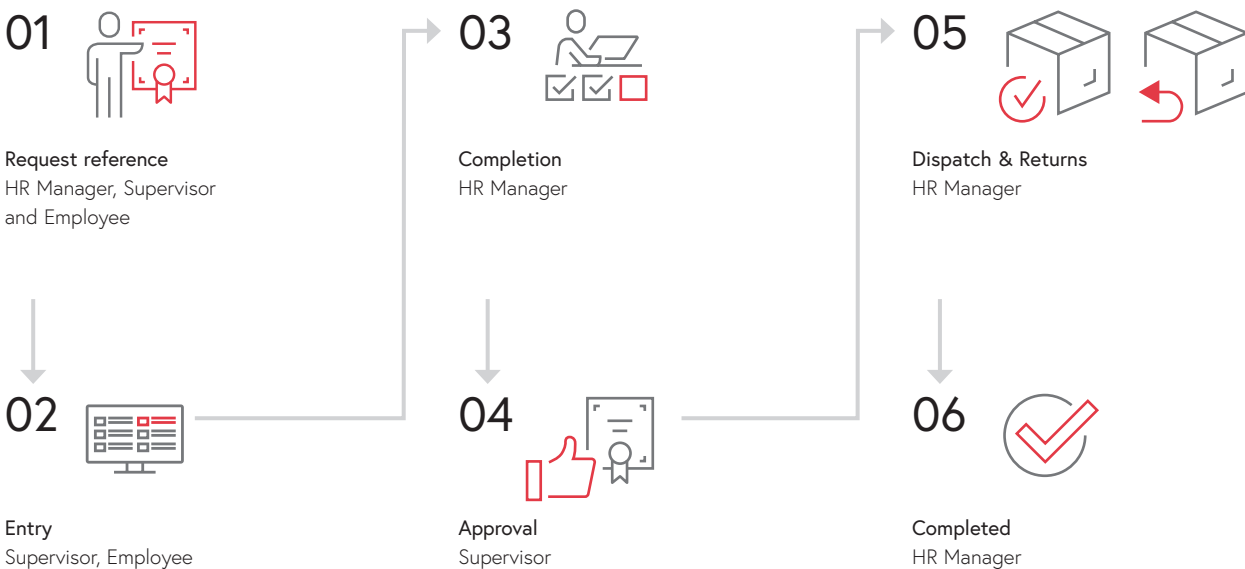


# Letter of Reference ●

Efficient preparation in just a few minutes

## Process Overview Abacus Letter of Reference



This integrated Abacus module supports HR departments and line managers in creating and managing job references.

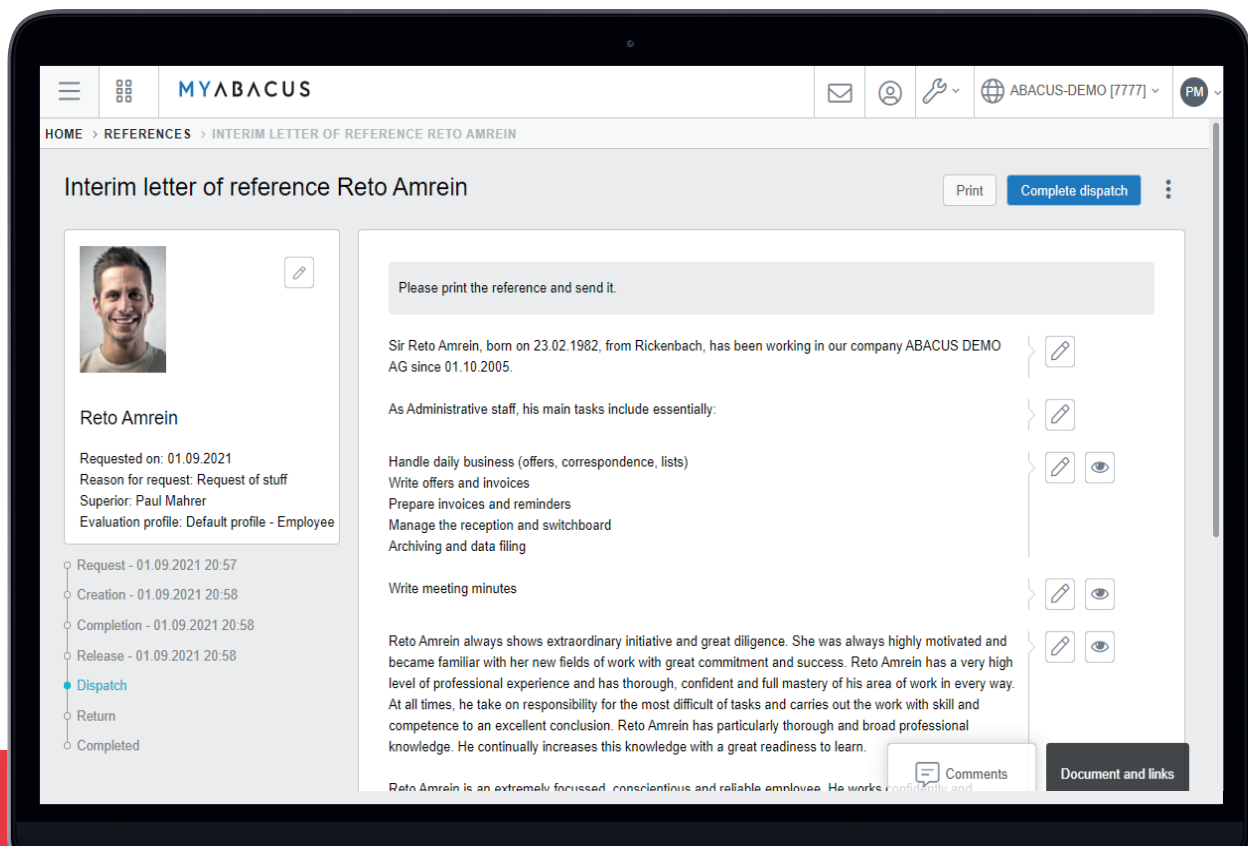
Standardized processes and workflows significantly reduce the effort required to create job references, while also offering the option of personalization.

Further advantages are the 1800 text modules, which are available in four languages (German, English, French and Italian), as well as simple user interfaces that are available on any terminal device. The skills assessment is the basis for the generation of an individual reference. The HR department can generate comprehensible

references in just a few minutes and with just a few clicks, without the involvement of other people.

### Full integration

The Reference module is fully integrated into the Abacus HR software and can be interfaced efficiently and with minimal effort.



## Your benefits

- Efficient creation of confirmation of employment, interim and final references
- Complete integration into Abacus Business Software
- Over 1800 text modules in four languages, individual adaptations also possible
- Quality through standardized processes, with comprehensible assessment criteria and text modules
- Legally compliant according to Art. 330a OR
- The HR department has the ability to create references within a few minutes without the involvement of other persons

More information can be found under: [abacus.ch/en/human-resources](https://abacus.ch/en/human-resources)

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