



vectormind

your data, our AI

VectorMind AI for Human Resources

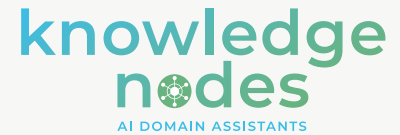
Smarter People
Operations, Faster
Decisions.

Streamline HR workflows,
surface expertise and
keep people-data secure.



HR teams juggle high volumes of documents, repetitive admin and urgent people queries while needing to protect employee privacy. VectorMind embeds secure, auditable Gen-AI into HR processes. From onboarding and policy search to case management and workforce analytics, our platform ingests any document, automates extraction, enables natural-language access to HR systems, and delivers explainable recommendations so HR can move faster, reduce manual work and maintain compliance with confidence.

Automated Onboarding & New-Joiner Intake



New-hire onboarding requires collecting ID, tax, banking and contract forms in different formats; manual checks cause delays, missing paperwork and poor first-day experiences.

How it works:

The candidate submits documents via a secure portal or chat; **Knowledge Nodes** guide the intake, answer common queries and prompt for missing items.

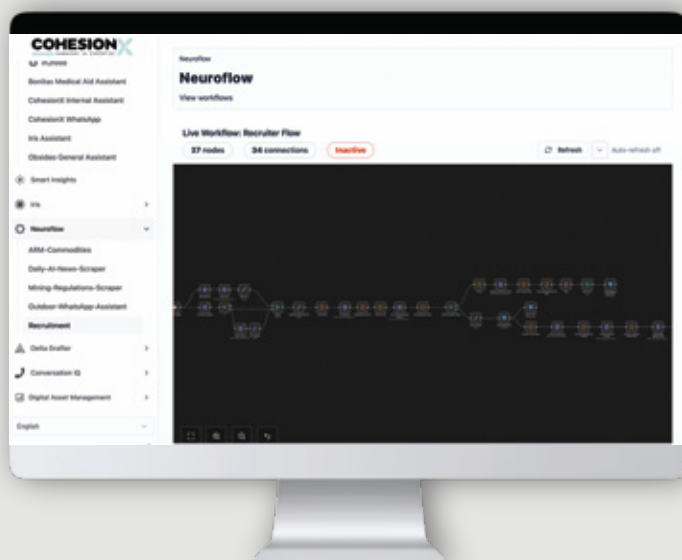
Iris ingests documents (OCR, image, PDF, Word), extracts structured fields (IDs, tax numbers, bank details), and validates formats.

Neuroflow run policy checks (eligibility, background checks), provision IT and app access, create HRIS records, and schedule induction tasks.

HR receives a prefilled onboarding dossier and an exceptions queue for manual review; new joiner receives status updates and checklists.

Gains

- Faster time-to-productivity for new hires; typical **onboarding time reduction 50–80%**.
- Fewer missing documents and **reduced back-and-forth** with candidates.
- Consistent **compliance with employment and payroll** requirements.
- Better new-joiner experience and **lower early attrition**.
- Reduction in missing-document incidents at first contact: **40–70%**
- FTE **hours drastically reduced**



www.vectormind.online

Policy & HR Knowledge Assistant

Employees and managers waste time searching for policy clauses, leave rules or benefits information; inconsistent answers from different HR reps create confusion and risk.

How it works:

An employee asks in natural language (chat, intranet search or Slack/Teams): e.g., “How many days’ parental leave do I get if I’ve been here 3 years?”

Synaptic Search locates relevant policy documents, agreements and past memos; **Knowledge Nodes** synthesise an answer with source-linked excerpts and suggested next steps (forms, contacts).

The assistant can escalate complex cases to HR with a prefilled question summary and links to the cited policy passages.



Faster employee self-service | Fewer disputes | Manager guidance | Employee satisfaction

More HR Use Cases



Case Management & Grievance Triage

Application: Ingest complaints, evidence and emails; extract facts, timeline and parties; route to appropriate investigators with prefilled dossiers. Faster case resolution, consistent triage, auditable trails.



Offer & Contract Drafting

Application: Generate employment contracts, offer letters and clause redlines tuned to company templates and local labour law. Faster offer cycles, legal consistency and reduced external counsel costs.



Payroll & Benefits Reconciliation

Extract payslip data, reconcile vendor invoices and flag discrepancies for approval routing. Faster reconciliations, fewer payroll errors and improved compliance.



Employee Sentiment & Call-Centre Analysis

Transcribe and analyse HR helpline calls, chats and survey text to surface sentiment trends and hot-spot issues. Early detection of morale issues, data-driven interventions and improved retention.



Talent Search & Internal Mobility

Natural-language search across resumes, performance notes and project histories to match skills and surface internal candidates. Faster placements, higher internal mobility and better utilisation of in-house talent



Learning & Development Personalisation

Recommend tailored training paths based on role, skills gaps and career plans; summarise content and track progress. Improved L&D uptake, targeted reskilling and clearer career pathways.



Exit & Offboarding Automation

Automate checklist completion, revoke access, gather exit feedback and assemble severance paperwork. Consistent offboarding, reduced risk and reliable knowledge transfer.



Compliance Reporting & Audit Trails

Orchestrate exception workflows across treasury. Generate regulator-ready reports, maintain RBAC audits and provide citation-backed decision logs for HR audits. Demonstrable compliance, faster audits and reduced regulatory risk.



vectormind

your data, our AI

VectorMind provides an affordable, easy-to-integrate Gen-AI solution, giving your employees access to the magic of all the top global commercial Gen-AI platforms, without exposing IP and sensitive data.



Get rid of tedious
tasks & human error



Automate actions &
set alerts



Always ensure factual
AI answers



Homegrown
affordable South
African software

www.cohesionx.co.za

info@cohesionx.co.za

www.vectormind.online