



AI Agent – HRMS Assistant

Automate, Assist, and Simplify HR Processes with AI-Powered Intelligence

The **HRMS Assistant** is an AI-powered solution built on **Microsoft Copilot Studio** that automates and streamlines core human resource operations through natural-language interaction. It can be deployed as a **standalone intelligent assistant** or published directly within **Microsoft Teams** and the **Microsoft 365 (M365) portal**, enabling flexible adoption across organisations.

Designed to operate independently across multiple channels, the agent integrates seamlessly with **Azure Bot Service**, allowing secure deployment across web, mobile, messaging, voice, and email interfaces while maintaining a consistent HR experience. It enables employees and managers to access HR policies, employee information, leave workflows, organisational structures, and HR case management without reliance on portals or manual processes.

By eliminating repetitive HR queries, email-driven workflows, and fragmented systems, the assistant reduces HR workload, accelerates response times, and ensures consistent policy adherence. With **enterprise-grade security, role-based access control (RBAC), and deep Microsoft ecosystem integration**, it delivers a scalable, compliant, and always-available HR support experience for distributed teams.

Compusoft's AI Agent can be deployed as a standalone intelligent assistant. It can be published to Microsoft Teams, Microsoft Chat and Azure Bot Service Channels including web, mobile, social, and voice—and supports enterprise customer engagement platforms like Dynamics 365 Customer Service, Genesys, LivePerson, Salesforce, and ServiceNow. This AI Agent are platform agnostic (outside Microsoft Environment)

Key Challenges :

- High volume of repetitive HR queries handled manually
- Time-consuming leave application and approval workflows
- Difficulty locating HR policies, SOPs, and employee information
- Limited visibility into organisational hierarchy and reporting structures
- Missed HR announcements, policy updates, and reminders
- Inefficient handling and tracking of HR-related cases and grievances

How It Helps

- Provides conversational HR assistance as a **standalone AI agent or within Microsoft Teams**
- Automates leave application, approval, tracking, and cancellation workflows
- Enables instant retrieval of HR policies, SOPs, and employee details
- Supports organisational hierarchy and team navigation through natural-language queries
- Delivers real-time HR announcements, alerts, and reminders across channels
- Enables HR case creation, tracking, and escalation through integrated systems

Key Features

- AI-powered HR assistant built on **Microsoft Copilot Studio**
- Deployable as an **independent agent or embedded within Teams and M365**
- Multi-channel support via **Azure Bot Service** (web, mobile, messaging, voice, email)
- Automated leave management using **Power Automate**
- Centralised document and policy retrieval from **SharePoint and Microsoft 365**
- Organisational hierarchy and reporting visibility
- HR case management and live-agent escalation via enterprise engagement platforms
- Enterprise-grade security with **RBAC, audit logging, and compliance controls**
- Seamless integration with **Microsoft Teams, SharePoint, M365, HR Admin Apps, Power Platform, and service platforms**

Department Coverage

The **HRMS Assistant** supports human resource operations across the organisation while enabling secure, self-service access for all employees:

- **Human Resources (HR) & People Operations** – Policy management, employee support, leave workflows, HR case handling, and compliance
- **Managers & Team Leads** – Leave approvals, team visibility, employee queries, and workflow actions
- **Payroll & Finance Teams** – Attendance validation, payroll data checks, and policy compliance support
- **Compliance & Legal Teams** – Audit trails, policy enforcement, grievance tracking, and regulatory adherence
- **All Employees** – Self-service access to HR policies, leave management, organisational hierarchy, and HR support

Why Choose Compusoft Advisors ?

With over 25 years of expertise in **Microsoft Dynamics 365, Azure AI**, and enterprise solutions, Compusoft Advisors delivers **AI-powered, intelligent automation** tailored for organizations requiring accuracy, compliance, and efficiency in document management.

For more details drop us an email at marketing@compusoftadvisors.com or visit our website : www.compusoftadvisors.com

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