

From 3 days to 4 hours: Awfis' remarkable reduction in time-to-hire with Keka

 Industry : Real Estate

 Employees : 600+

 HQ : Delhi, India

Modules Used :

- Hire
- Attendance
- Leave
- Mobile App



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(Assistant General Manager – HR)

All our employees have fully adopted Keka's mobile app for attendance. We've built a culture where clocking in and out is effortless—no one uses a browser or biometric systems anymore. The app's functionality has exceeded our expectations, and the geo-location feature has been particularly valuable in ensuring accountability.

Introduction

For Awfis' HR team, every day felt like a race against time. Managing a growing workforce with Excel-based processes wasn't just tedious—it was unsustainable. Recruitment took days, attendance tracking was riddled with delays, and leave approvals caused constant disruptions:

- ▶ Job postings and onboarding required manual input, dragging out the process and frustrating candidates.
- ▶ Employees struggled with unclear attendance policies, while managers lacked transparency in regularizations and approvals.
- ▶ Limited visibility into team availability caused scheduling conflicts and disrupted productivity.

The leadership needed a solution that could simplify their HR operations, boost efficiency, and create a better experience for their teams. With Keka, they transformed them, achieving faster hiring, seamless attendance management, and streamlined leave workflows.

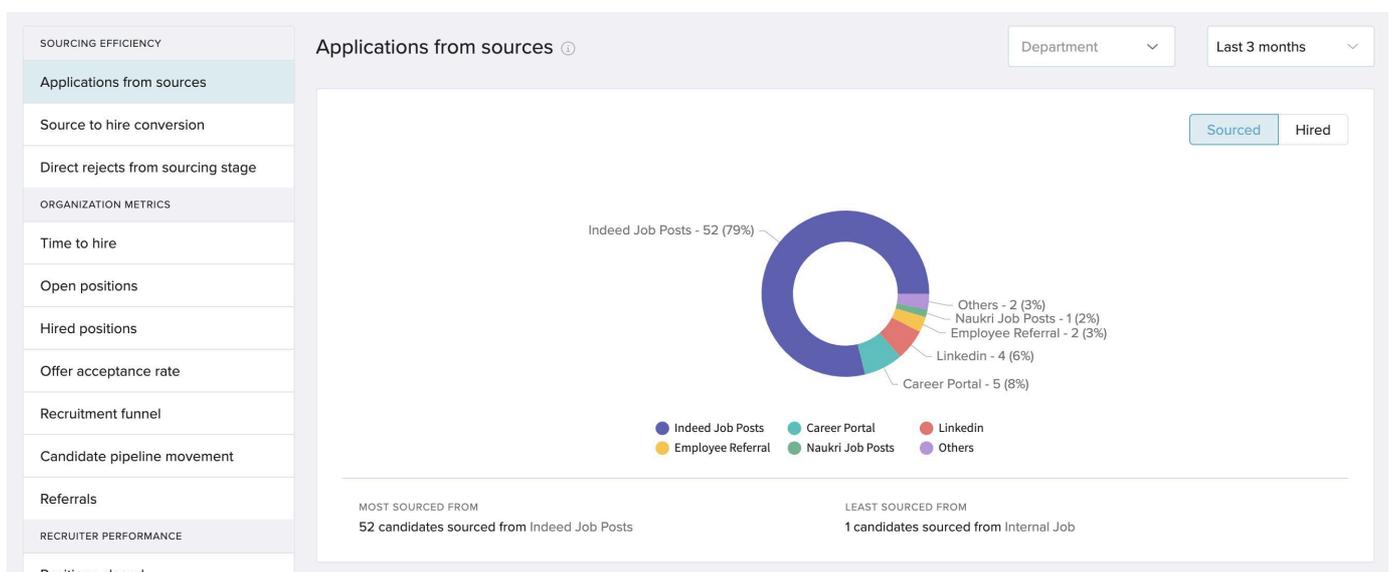
Time-to-hire reduced by 87% with Hire

Before Keka

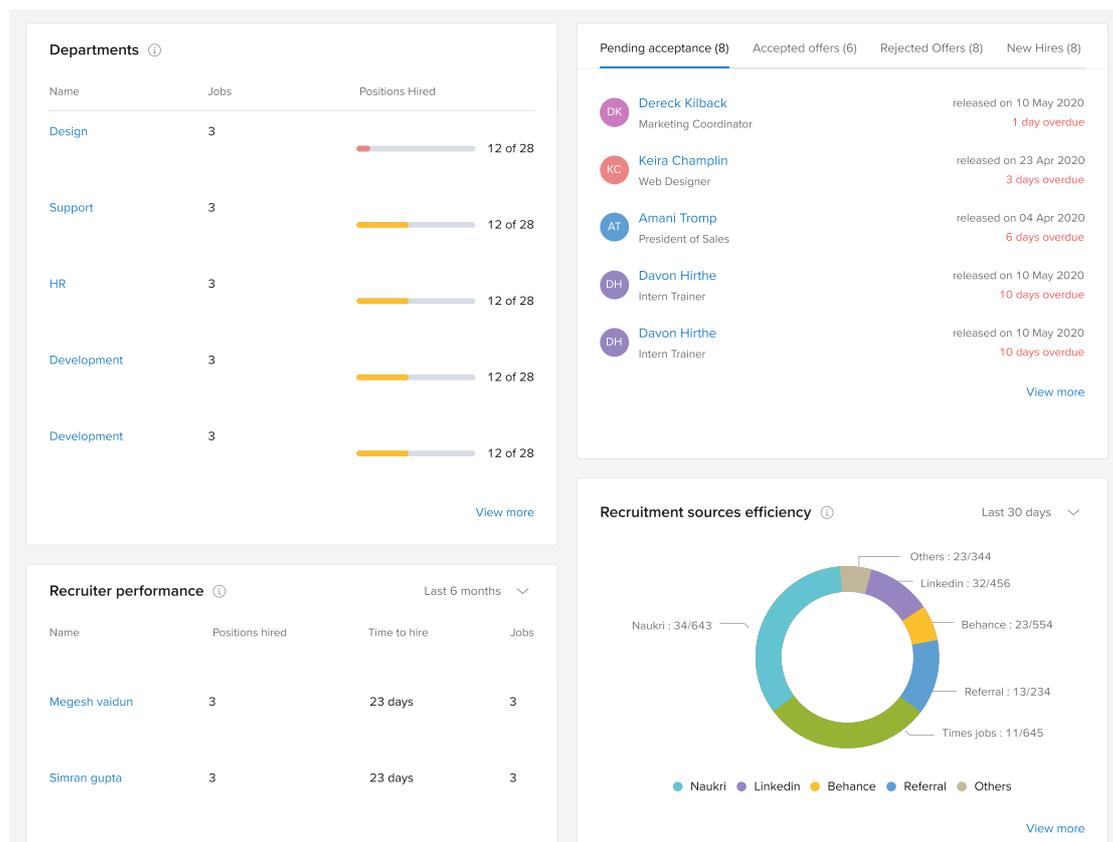
- Candidate details were scattered across emails and spreadsheets, leading to frequent errors and delays during onboarding.
- Offer letters were shared via email, resulting in slow communication.
- Recruitment workflows were disjointed, with multiple follow-ups required at every stage, extending the hiring cycle to 3 days or more.
- Document collection was a manual, time-consuming process, with candidates sending files via email.
- Critical hiring information was shared across multiple portals, making it difficult to track progress.

With Keka

- ✓ With Keka's integration with job platforms, HRs could post job descriptions simultaneously, ensuring a wider reach.
- ✓ All candidate details were added to the portal, ensuring error-free documentation and a smooth transition during onboarding.
- ✓ Keka enabled HRs to generate and distribute offer letters directly from the platform, cutting down on email communication.
- ✓ By automating recruitment workflows, Keka reduced hiring time drastically.
- ✓ Candidates uploaded documents directly onto the portal, simplifying onboarding and making the process hassle-free for new hires.



Representative screens and data



Transparent and efficient workforce tracking

Before Keka

- Regularization requests were handled through email or forms, resulting in lost requests and slow approvals.
- Attendance policies were inconsistent across departments, with rigid structures that failed to accommodate flexible work hours and shift-based operations.
- Managing shift rosters was time-consuming and prone to miscommunication.
- HR teams had to follow up with managers manually to approve pending requests, slowing down decision-making.
- Lack of real-time visibility meant departments operated in silos, leading to bottlenecks and coordination issues.

With Keka

- ✔ Employees and managers had instant access to attendance details, including clock-in/out times, work-from-home requests, and regularization updates, reducing delays and confusion.
- ✔ Employees could raise attendance regularization requests independently on Keka, eliminating the need for manual interventions.

- ✓ Awfis leveraged Keka's customizable settings to create tailored attendance policies, accommodating department-specific needs such as flexible work hours and shift schedules.
- ✓ Different shift rosters were easily set up and managed on Keka's dashboard, allowing efficient workforce scheduling across departments.
- ✓ Managers were instantly notified of pending attendance or regularization requests, enabling quicker approvals and smoother workflows.

Simplified leave management for better planning

Before Keka

- Managers relied on spreadsheets and emails to track leaves, leading to scheduling conflicts and last-minute disruptions.
- Employees lacked visibility into their leave balances, causing delays and increasing HR's workload.
- Approvals were slow and unorganized due to email-based processes, impacting project timelines.
- HR teams struggled with manual reporting, making it difficult to analyze leave trends and plan effectively.

With Keka

- ✓ Managers gained a single, comprehensive view of team leave calendars, allowing them to plan better and avoid scheduling conflicts.
- ✓ Employees could view their real-time leave balances on Keka's dashboard, allowing them to make informed decisions.
- ✓ Managers could approve or reject leave requests directly from pop-ups, bypassing email chains and significantly reducing response times.
- ✓ Keka allowed HRs to create and implement leave policies tailored to different teams' needs.
- ✓ HRs could access detailed, customizable reports on leave utilization, helping them identify trends and track productivity.

Empowering employees with a seamless experience

Before Keka

- Tracking attendance for remote and field employees was challenging, leading to discrepancies and accountability issues.
- Accessing essential HR information such as leave balances or personal milestones required employees to contact HR, creating dependency and inefficiencies.

With Keka

- ✓ Employees could clock in and out directly from the mobile app, eliminating the need for biometric systems.
- ✓ The app's geo-fencing feature ensured employees could only log attendance within a designated radius, providing flexibility for remote teams.
- ✓ Departments with flexible or remote work setups used the mobile app to track attendance and shifts seamlessly, ensuring consistent records.

Tangible transformation for Awfis

20+ hours

hours saved weekly across hiring, attendance, and leave management.

87%

reduction in hiring time, with recruitment cycles cut from 3 days to 4 hours.

100%

attendance accuracy achieved for both in-office and remote employees.

By adopting Keka, Awfis transformed its HR operations into a modern, automated system that aligned with their growth ambitions. The shift was more than just operational—it created a culture of empowerment and transparency that strengthened employee trust and organizational efficiency.

About Keka

Keka is your people enabler. From automation of people processes to creating an engaged and driven culture, Keka is all you need to build a good to great company.

Reach out to us!

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