



Bullhorn for
**Clerical &
Light Industrial**

Get your clients to digitize their time

Signing new contracts, filling new job orders, and finding good workers are always top priorities for staffing firms – **but streamlining back-end operations is just as vital to scaling and creating long-term growth.**

*In the clerical and light industrial staffing industry,
one bottleneck in back-end operations is time collection.*

Unlike other industries, staffing is driven by client requirements. As a result, time collection has long been a headache, with firms leaning on any number of methods to keep time:



*Light industrial staffing firms need a way to get clients on a more
standardized time collection process. The best way to do that
is through digitizing their time.*

Helping your clients get on a digital system – even if it's just one client at a time – can increase your revenue. **By digitizing time collection, you'll reduce time spent each week chasing timecards and client approvals and get your branches back to revenue-generating activities.**





Bullhorn offers several ways for your clients to collect time

Check out the options below so that you can find the solution that best fits your client's needs and requirements while streamlining operations for your team internally.

1

Web Time & Expense

- A simple, mobile-friendly interface for quick and easy time capture
- In and out or hours per day time entry
- Support for 9/80 or 4/10 work schedules
- Break expectations rules to drive compliance
- Simple email approval

2

VMS Exchange

- Eliminate dual time entry and manual steps by closing the loop to automate the front and back end of any VMS transaction
- Daily file processing to manage exceptions

3

Clocks

- A fully functional time clock application that can be used on an iPad, mobile device, or a physical clock, depending on your client's requirements
- Quick, easy way for time capture that integrates with Bullhorn middle office to provide real-time visibility into attendance, break expectations, reporting, and more

4

Transaction Uploader

- Efficiently capture time from external sources
- Upload files, such as Excel spreadsheets, into Bullhorn Time & Expense
- Files can contain candidate time, units, or hours, and can be uploaded as weekly totals, daily totals, daily punches, IN/OUTs, hours per day, or hours per week
- Files can also contain corresponding pay and bill rates

If these four time collection options don't fit your client's needs, please reach out to the Bullhorn team, and we can review additional options.

Looking for more resources on time collection?

[Check out our one-pager on 3 reasons why clients should digitize how they collect time.](#)

