

Keeping track of employee training has never been easier.

With our robust Training Record Management System, you can upload employee training records, including a copy of each certificate, regardless of the training provider. Once records are uploaded, automatic expiry alerts can be sent to employees, supervisors, and managers to help ensure your employees' training is always up to date.

Features

Rapid Entry Tools



Certificate Management



Training Hours Reports



Expiry Alerts



Auto Archiving



Employee	Course	Start Date	End Date	Status
John Smith (E)	OSHA 10-Hour Construction Safety	01/15/2018	01/15/2019	Expired
Jane Doe (E)	OSHA 10-Hour Construction Safety	02/01/2018	02/01/2019	Expired
Mike Jones (E)	OSHA 10-Hour Construction Safety	03/15/2018	03/15/2019	Expired
Sarah Lee (E)	OSHA 10-Hour Construction Safety	04/01/2018	04/01/2019	Expired
David Kim (E)	OSHA 10-Hour Construction Safety	05/15/2018	05/15/2019	Expired
Emily White (E)	OSHA 10-Hour Construction Safety	06/01/2018	06/01/2019	Expired
Chris Brown (E)	OSHA 10-Hour Construction Safety	07/15/2018	07/15/2019	Expired
Alexander Green (E)	OSHA 10-Hour Construction Safety	08/01/2018	08/01/2019	Expired
Isabella Black (E)	OSHA 10-Hour Construction Safety	09/15/2018	09/15/2019	Expired
Lucas Gray (E)	OSHA 10-Hour Construction Safety	10/01/2018	10/01/2019	Expired
Mia Blue (E)	OSHA 10-Hour Construction Safety	11/15/2018	11/15/2019	Expired
Noah Red (E)	OSHA 10-Hour Construction Safety	12/01/2018	12/01/2019	Expired

Employee	OSHA 10-Hour Construction Safety	OSHA 30-Hour Construction Safety	OSHA 50-Hour Construction Safety	OSHA 100-Hour Construction Safety	OSHA 200-Hour Construction Safety	OSHA 300-Hour Construction Safety	OSHA 400-Hour Construction Safety	OSHA 500-Hour Construction Safety	OSHA 600-Hour Construction Safety	OSHA 700-Hour Construction Safety	OSHA 800-Hour Construction Safety	OSHA 900-Hour Construction Safety	OSHA 1000-Hour Construction Safety
Accountant	R	R	R	R	R	R	R	R	R	R	R	R	R
Chief Operating Officer	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Administrator	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Administrator II/III/IV/V	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Director	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction General Manager	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Superintendent	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Supervisor	R	R	R	R	R	R	R	R	R	R	R	R	R
Construction Worker	R	R	R	R	R	R	R	R	R	R	R	R	R
Equipment Manager	R	R	R	R	R	R	R	R	R	R	R	R	R
Estimating Manager	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector II	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector III	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector IV	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector V	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector VI	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector VII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector VIII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector IX	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector X	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XI	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XIII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XIV	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XV	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XVI	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XVII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XVIII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XIX	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XX	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXI	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXIII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXIV	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXV	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXVI	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXVII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXVIII	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXIX	R	R	R	R	R	R	R	R	R	R	R	R	R
Inspector XXX	R	R	R	R	R	R	R	R	R	R	R	R	R

Highlights

- **Auto-Assign Training:** Through use of the training matrix, configure the system to automatically assign online courses when training records expire.
- **Scheduled Excel Reports:** Schedule the delivery of automated monthly, weekly, or daily emails containing detailed Excel reports to supervisors and managers, letting them know what training is expiring when and for whom.
- **Training Matrix Integration:** Instantly update training gap reporting for each location or region by allowing uploaded training records to satisfy company training requirements.
- **Mobile Friendly:** Access employee training record details from any smartphone, iPad, or Internet-ready mobile device.
- **Quick Upload:** Upload thousands of training records directly into the system using Excel, then use the innovative drag-and-drop technology to quickly import images of certificates, making the setup process easy.

Cost Savings

The Training Record Management System's ability to allow your employees to upload their own training records dramatically reduces administration costs. You can provide employees with the ability to upload records directly into their account or through the SafeTapp mobile app. They can also upload certificates directly into an online course using their webcam to take photos of their certificates and wallet cards.

