



WORK ORDERS

Tracking maintenance requests, work in progress and maintenance history is what this application is about. From the first call to billing, **Work Orders** will track all maintenance issues and keep you informed on open issues and work-in-progress. The "Preventative Maintenance" functionality can schedule inspections and cleaning, preventing costly problems later. Comprehensive reporting of work order status, history and work tasks for maintenance personnel.

Work Orders will interface with PROPERTY MANAGER for complete tracking of building/unit repairs and pass through of receivables.

"Software tuned to perfection"

FEATURES:

MAXIMIZE PROFITABILITY

- Track revenue against expenses for each detail of a work order
- Unlimited description of work order request
- Unlimited description of work order details
- Apply specific details to employees and/or vendors
- Track work orders covered by insurance
- Centralized database for real-time access for reporting
- Relational database for information reporting

CUSTOMIZABLE REPORTING

- Complete analysis reporting
- Work order status report
- Historical analysis of work orders
- Summary and detailed reports to print vital information that you want
- Ad Hoc reporting (Crystal, Access, VS Reporter)

MAINTAIN ACCURATE AND EFFICIENT ACCOUNTING

- Pass through of receivables and payables
- Track work order expense for each detail
- Assign "work type" to match work orders to employees
- Preventative Maintenance work order entry
- Ability to assign critical work orders a higher priority
- Assign work orders to specific Tenant, Unit, Building and/or Property
- Work order Inquiry in detail or summary

FLEXIBLE OPTIONS

- User definable Work Types
- User definable Cost Types
- User definable Work Rates (Foreman vs laborer)
- Multiple company processing
- Customizable Work Order form

**POWERFUL
EASY TO USE
COST EFFECTIVE**