

BizTracker Dubai

Business Document, Compliance, Cheque, Payroll & Staff Management Software

About BizTracker Dubai

BizTracker Dubai is an online business management application built for multi-branch UAE businesses. Sign in from any computer, tablet or phone with an internet connection — nothing to download or install — and every branch works on the same live data, including attached documents.

What's Included

Document & Compliance Tracking

- Track Trade License, KYC, Ejari, Insurance, AMC/CCTV and any custom document type, per branch
- Automatic expiry alerts — customizable warning windows (e.g. 30, 7 and 2 days before expiry)
- A dashboard that shows everything expiring soon the moment you sign in, so nothing is missed
- Attach as many scanned copies as you need to each document — keep every old and renewed copy as a record
- Your own categories — add, rename and reuse custom document types
- Management report in PDF or Word: upcoming and expired items, all categories or one, grouped category-wise

PDC Cheque Management

- Full post-dated cheque tracker, organized per branch
- Bank account management — set up accounts per branch or shared company-wide
- Cheque numbers auto-suggested from each bank account's last used number
- Status tracking: Pending, Cleared, Bounced or Cancelled
- Attach multiple scanned copies to each cheque, with notes on what each cheque is for
- Cheque report in PDF or Word for any date range — upcoming or old, with status and notes

Staff Roster & Scheduling

- Assign staff to a branch (or mark them off) for any date, across every branch
- Morning / Afternoon shift assignment with duty timing and break time per person
- Bulk timing tool — set one shift's timing for an entire team in a single click
- Export the full roster as a branded, print-ready PDF or image — ready to share on WhatsApp, with automatic pagination for larger teams

UAE Gratuity Calculator

- End-of-service gratuity calculated per UAE Federal Decree-Law No. 33 of 2021 — 21 days' pay per year for the first 5 years, 30 days' pay per year beyond that, capped at 2 years' basic salary
- Correctly uses the last basic salary at the calculation date — not a weighted average — matching official MOHRE guidance
- Full salary history tracking, so a gratuity calculated after a pay change mid-service is still accurate
- Company-wide and per-employee PDF reports, each with a full calculation breakdown

Leave Salary & Sick Leave

- Annual leave accrual tracked automatically per employee, per UAE labour law, shown to the nearest half day
- Leave salary calculated pro-rata from the salary history — each service year's leave is paid at that year's salary (basic + allowances)
- Half-day leave can be recorded
- Full 90-day tiered sick leave structure — 15 days full pay, 15 days half pay, 60 days unpaid

Admin & Staff User Roles

- Every team member gets their own login — no shared passwords
- Staff can add day-to-day records; only Admins can edit, delete, or access sensitive settings
- Roles apply consistently across every branch, for every user

PDF Report Generation

- One-click, audit-ready reports for Leave & Sick Leave and for Gratuity
- Both company-wide summary views and full per-employee breakdowns available for each

Multi-Branch Management

- Manage the number of branches and user logins included in your plan (see Pricing)
- Use it from any computer or device — no per-PC fees
- Bank accounts and documents scoped per branch or shared company-wide as needed

Online Access — Every Branch, One Live Record

- Sign in from any computer, tablet or phone — nothing to download or install
- Every branch sees the same up-to-date data, and every update we release reaches all customers at once
- Attached documents and cheque scans can be viewed by signed-in users from any branch

Security & Reliability

- Business data is stored in private, access-controlled cloud storage — never public
- Each company's data is completely separate from every other company's
- Passwords are stored using industry-standard salted hashing; sign-in is locked after repeated failed attempts
- Attachments can only be opened by signed-in users of your own company

30-Day Free Trial

- Full access to every feature above for 30 days (up to 3 branches, 3 users and 1 GB of attachments during the trial)
- No credit card required to start

Pricing

Monthly Plans — by Number of Branches (billed annually)

Plan	Branches Included	User Logins	Storage Included	Price (USD / month)
Starter	1 – 3 branches	Up to 3 users	4 GB	12.50 billed annually
Growth	4 – 10 branches	Up to 6 users	4 GB	20.75 billed annually
Business	11 – 20 branches	Up to 10 users	5 GB	35.75 billed annually
Enterprise	21+ branches	Up to 20 users	5 GB	69.00 billed annually

Add-on Cloud Attachment Storage

Each additional storage block (available on every plan)	+4 GB — USD 4.08 / month billed annually
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Notes

- All prices in USD per month, billed annually.
- Each plan includes the branches, user logins and storage shown above. Use from any number of computers and devices — no per-PC fees. Roster and payroll staff records are not counted as user logins.
- A 30-day grace period follows every renewal date — access is never cut off the moment a renewal is due.
- Storage add-ons are billed alongside your annual plan renewal.

Get Started - Start your free 30-day trial — no credit card required — at skillaicompany.com. Questions before you begin? Reach us at info@skillaicompany.com.