

## Administaff Inc. Due Diligence Report Including Financial, SWOT, Competitors and Industry Analysis

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Administaff Inc. Due Diligence Report provides a complete overview of the company's affairs. All available data is presented in a comprehensive and easily accessed format. The report includes financial and SWOT information, industry analysis, opinions, estimates, plus annual and quarterly forecasts made by stock market experts. The report also enables direct comparison to be made between Administaff Inc. and its competitors. This provides our Clients with a clear understanding of Administaff Inc. position in the **Commercial Services and Supplies Industry**.

- The report contains detailed information about Administaff Inc. that gives an unrivalled in-depth knowledge about internal business-environment of the company: data about the owners, senior executives, locations, subsidiaries, markets, products, and company history.
- Another part of the report is a SWOT-analysis carried out for Administaff Inc.. It involves specifying the objective of the company's business and identifies the different factors that are favorable and unfavorable to achieving that objective. SWOT-analysis helps to understand company's strengths, weaknesses, opportunities, and possible threats against it.
- The Administaff Inc. financial analysis covers the income statement and ratio trend-charts with balance sheets and cash flows presented on an annual and quarterly basis. The report outlines the main financial ratios pertaining to profitability, margin analysis, asset turnover, credit ratios, and company's long-term solvency. This sort of company's information will assist and strengthen your company's decision-making processes.
- In the part that describes Administaff Inc. competitors and the industry in whole, the information about company's financial ratios is compared to those of its competitors and to the industry. The unique analysis of the market and company's competitors along with detailed information about the internal and external factors affecting the relevant industry will help to manage your business environment. Your company's business and sales activities will be boosted by gaining an insight into your competitors' businesses.
- Also the report provides relevant news, an analysis of PR-activity, and stock price movements. The latter are correlated with pertinent news and press releases, and annual and quarterly forecasts are given by a variety of experts and market research firms. Such information creates your awareness about principal trends of Administaff Inc. business.

### About Administaff Inc.

Administaff, Inc., a professional employer organization, provides a Personnel Management services in the United States.

### Service Offerings

### PEO Services

The company serves small and medium-sized businesses by providing its Personnel Management System, which encompasses a range of services, including benefits and payroll administration; health and workers' compensation insurance programs; personnel records management; employer liability management; employee recruiting and selection; employee performance management; and training and development services.

The company assists its clients in achieving compliance with these regulations by providing services in four primary categories, such as administrative functions; benefit plans administration; personnel management; and employer liability management.

**Administrative Functions:** Administrative functions encompass various processing and record keeping tasks, related to payroll administration and government compliance. Services include payroll processing; payroll tax deposits; quarterly payroll tax reporting; employee file maintenance; unemployment claims processing; and workers' compensation claims reporting.

**Benefit Plans Administration:** The company maintains benefit plans that include group health coverage; health care flexible spending account plan; an educational assistance program; an adoption assistance program; group term life insurance; group universal life insurance coverage; accidental death and dismemberment insurance coverage; short-term and long-term disability insurance coverage; a 401(k) retirement plan; and a cafeteria plan.

**Personnel Management:** The company provides various personnel management services that give its clients access to resources found in the human resources departments of large companies. The company's clients have access to its personnel guide, which sets forth a systematic approach to administering personnel policies and practices, including recruiting, discipline and termination procedures. Other human resources services it provides include drafting and reviewing personnel policies and employee handbooks; designing job descriptions; performing prospective employee screening and background investigations; designing performance appraisal processes and forms; professional development and issues-oriented training; employee counseling; substance abuse awareness training; drug testing; outplacement services; and compensation guidance.

**Employer Liability Management:** The company assumes the employment-related responsibilities associated with the administrative functions, benefit plans administration and personnel management services it provides.

**Employee Service Center:** The Employee Service Center (ESC) is the company's Web-based interactive PEO service delivery platform, which is designed to provide an automated, personalized PEO content and services to its clients and worksite employees. The ESC provides a range of functionality, including WebPayroll for the submission and approval of payroll data; client-specific payroll information and reports; employee information, including online check stubs and pay history reports; employee-specific benefits content, including summary plan descriptions and enrollment status; access to 401(k) plan information through the Retirement Service Center; online human resources forms; best practices human resource management process maps and process overviews; an online personnel guide; e-Learning Web-based training; online recruiting services; links to benefits providers and other key vendors; and frequently asked questions.

**MarketPlace:** Administaff's MarketPlace is an eCommerce portal that brings a range of product and service offerings to its clients, worksite employees and their families. MarketPlace also features the Business Network, where its clients can offer their products and services as well.

**HR Software Products:** The company acquired HRTools.com, an online Web site for human resources products, services and information. The acquisition also included small business software applications related to job descriptions, performance reviews, and personnel policies and procedures. The applications are sold primarily to small business customers through online subscription arrangements, packaged

software ordered through the HRTools.com Web site, or through various reseller arrangements.

**Employment Screening Services:** In 2008, the company acquired the operations of USDatalink, Ltd., an employment screening services company. The acquisition allows the company to utilize its HR service capabilities to its PEO customers, through operating synergies. USDatalink offers a customized approach to background-check reporting for companies that outsource this portion of their employment-screening process. Services include criminal records checks; verifying employment history or education; conducting driving record, civil record and credit history checks; and confirming extraordinary credentials.

#### Marketing and Sales

As of December 31, 2009, the company had 50 sales offices located in 23 markets.

#### Customers

The company's client base is distributed throughout various industries including computer and information services; management, administration and consulting services; finance, insurance and real estate; manufacturing; engineering, accounting and legal services; medical services; wholesale trade; construction; retail trade; and other.

#### Vendor Relationships

The company considers its contracts with UnitedHealthcare (United) and member insurance companies of ACE American Insurance Company (ACE) to be the most significant elements of its employee benefits package.

#### Competition

The company's national competitors include TriNet and PEO divisions of business services companies, such as Automatic Data Processing, Inc. and Paychex, Inc.

#### History

Administaff, Inc. was founded in 1986.

The above Company Fundamental Report is a half-ready report and contents are subject to change. It means that we have all necessary data in our database to prepare the report but need **2-3 days** to complete it. During this time we are also updating the report with respect to the current moment. So, you can get all the most recent data available for the same price. Please note that preparation of additional types of analyses requires extra time.

## Table of Content

### RESEARCH METHODOLOGY

### DISCLAIMER

## 1. ADMINISTAFF INC. COMPANY PROFILE

- 1.1. Key facts
- 1.2. Financial Performance
- 1.3. Key Executives
- 1.4. Ownership and Major Holders
- 1.5. Company History

## **2. ADMINISTAFF INC. BUSINESS OVERVIEW**

- 2.1. Business Description
- 2.2. Major Products and Services
- 2.3. Markets and Sales Activities
- 2.4. Locations, Subsidiaries, Operating Units

## **3. ADMINISTAFF INC. SWOT ANALYSIS**

- 3.1. Overview
- 3.2. Strengths
- 3.3. Weaknesses
- 3.4. Opportunities
- 3.5. Threats

## **4. ADMINISTAFF INC. FINANCIAL ANALYSIS**

- 4.1. Financial Statements
  - 4.1.1. Income Statement
  - 4.1.2. Balance Sheet
  - 4.1.3. Cash Flow
- 4.2. Financial Ratios
  - 4.2.1. Profitability
  - 4.2.2. Margin Analysis
  - 4.2.3. Asset Turnover
  - 4.2.4. Credit Ratios
  - 4.2.5. Long-Term Solvency
  - 4.2.6. Growth Over Prior Year
  - 4.2.7. Financial Ratios Charts
- 4.3. Stock Market Snapshot

## **5. ADMINISTAFF INC. COMPETITORS AND INDUSTRY ANALYSIS**

- 5.1. Administaff Inc. Direct Competitors
- 5.2. Comparison of Administaff Inc. and Direct Competitors Financial Ratios
- 5.3. Comparison of Administaff Inc. and Direct Competitors Stock Charts
- 5.4. Administaff Inc. Industry Analysis
  - 5.4.1. Commercial Services and Supplies Industry Snapshot
  - 5.4.2. Administaff Inc. Industry Position Analysis

## **6. ADMINISTAFF INC. NEWS & EVENTS**

- 6.1. News & PR Activity Analysis
- 6.2. IR Corporate News
- 6.3. Marketing News
- 6.4. Corporate Events

## **7. ADMINISTAFF INC. EXPERTS REVIEW<sup>1</sup>**

- 7.1. Experts Opinion
- 7.2. Experts Estimates

## **8. ADMINISTAFF INC. ENHANCED SWOT ANALYSIS<sup>2</sup>**

## **9. UNITED STATES PESTEL ANALYSIS<sup>2</sup>**

- 9.1. Political Factors
- 9.2. Economic Factors
- 9.3. Social Factors
- 9.4. Technological Factors
- 9.5. Environmental Factors
- 9.6. Legal Factors

## **10. ADMINISTAFF INC. IFE, EFE, IE MATRICES<sup>2</sup>**

- 10.1. Internal Factor Evaluation Matrix
- 10.2. External Factor Evaluation Matrix
- 10.3. Internal External Matrix

## **11. ADMINISTAFF INC. PORTER FIVE FORCES ANALYSIS<sup>2</sup>**

## **12. ADMINISTAFF INC. VRIO ANALYSIS<sup>2</sup>**

### **APPENDIX: RATIO DEFINITIONS**

#### **LIST OF TABLES**

Administaff Inc. Key Facts  
Profitability  
Management Effectiveness  
Income Statement Key Figures  
Balance Sheet Key Figures  
Cash Flow Statement Key Figures  
Financial Performance Abbreviation Guide  
Administaff Inc. Key Executives  
Key Executives Biographies<sup>1</sup>  
Key Executives Compensations<sup>1</sup>  
Administaff Inc. Major Shareholders  
Administaff Inc. History  
Administaff Inc. Products  
Revenues by Segment  
Revenues by Region  
Administaff Inc. Offices and Representations  
Administaff Inc. SWOT Analysis  
Yearly Income Statement Including Trends  
Income Statement Latest 4 Quarters Including Trends  
Yearly Balance Sheet Including Trends  
Balance Sheet Latest 4 Quarters Including Trends  
Yearly Cash Flow Including Trends  
Cash Flow Latest 4 Quarters Including Trends  
Administaff Inc. Profitability Ratios  
Margin Analysis Ratios  
Asset Turnover Ratios  
Credit Ratios  
Long-Term Solvency Ratios  
Financial Ratios Growth Over Prior Year  
Administaff Inc. Capital Market Snapshot  
Administaff Inc. Direct Competitors Key Facts  
Direct Competitors Profitability Ratios  
Direct Competitors Margin Analysis Ratios  
Direct Competitors Asset Turnover Ratios

Direct Competitors Credit Ratios  
Direct Competitors Long-Term Solvency Ratios  
Commercial Services and Supplies Industry Statistics  
Administaff Inc. Industry Position  
Company vs. Industry Income Statement Analysis  
Company vs. Industry Balance Sheet Analysis  
Company vs. Industry Cash Flow Analysis  
Company vs. Industry Ratios Comparison  
Administaff Inc. Consensus Recommendations<sup>1</sup>  
Analyst Recommendation Summary<sup>1</sup>  
Price Target Summary<sup>1</sup>  
Experts Recommendation Trends<sup>1</sup>  
Revenue Estimates Analysis<sup>1</sup>  
Earnings Estimates Analysis<sup>1</sup>  
Historical Surprises<sup>1</sup>  
Revenue Estimates Trend<sup>1</sup>  
Earnings Estimates Trend<sup>1</sup>  
Revenue Revisions<sup>1</sup>

## LIST OF FIGURES

Administaff Inc. Annual Revenues in Comparison with Cost of Goods Sold and Gross Profit  
Profit Margin Chart  
Operating Margin Chart  
Return on Equity (ROE) Chart  
Return on Assets (ROA) Chart  
Debt to Equity Chart  
Current Ratio Chart  
Administaff Inc. 1-year Stock Charts  
Administaff Inc. 5-year Stock Charts  
Administaff Inc. vs. Main Indexes 1-year Stock Chart  
Administaff Inc. vs. Direct Competitors 1-year Stock Charts  
Administaff Inc. Article Density Chart

1 – Data availability depends on company's security policy.

2 – These sections are available only when you purchase a report with appropriate additional types of analyses.

The complete financial data is available for publicly traded companies.

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