SYNCONAI
WHERE DREAMS DRIVE DATA

AGENTFORCE AGENT · EMPLOYEE AND INTERNAL OPS · NOVEMBER 2026

New Hire Onboarding Agent

Runs each new hire's onboarding: the checklist, access requests, a Slack welcome space and first-week answers.



STATUS
COMING SOON

WORKS WITH
Works with your team

WHERE IT WORKS
Slack, Salesforce, In the background

CONTACT
contact@synconai.com

salesforce PARTNER

THE JOB IT TAKES ON

What the New Hire Onboarding Agent takes off your team.

WHAT IT DOES

An Agentforce agent that runs a new hire's onboarding. It creates the checklist from a template before the start date, requests access, opens a welcome space in Slack, chases task owners and answers the new hire's first-week questions.

WHAT CHANGES

A consistent onboarding with nothing left to memory.



WHO USES IT New hires, hiring managers, HR teams, IT task owners and team buddies

WHAT IT DOES

Everything the New Hire Onboarding Agent handles.

01

Plan onboarding

Creates tasks, access requests and the welcome space.

02

New hire help

The new hire's checklist, self-service completion and first-week questions.

03

Owner nudges

Reminders to task owners and escalation to the hiring manager.

BUILT TO BE TRUSTED

The rules it cannot talk its way around.

01 **The agent requests access but never grants it**
All access requests need an IT owner decision.

02 **New hires see only their own checklist**
Managers see their team's. Nobody sees other hires.

03 **Reminder limit**
At most one per owner per day, and none on weekends.

04 Escalate overdue tasks to the hiring manager after 2 business days.

05 Do not share salary or contract details in chat.

06 If no template matches the role, notify HR and stop.

TESTED BY REPLAY Scripted conversations, including the awkward ones, are replayed against the records they should create before go-live and before every change.

DELIVERY

Scoped with you, built in your org.

1

Scope with you

The actions it needs, the rules it follows and who approves what, in a fixed plan.

2

Build in your org

The agent, its Apex actions, objects and screens, as deployable Salesforce metadata.

3

Test by replay

Your own conversations replayed against your records before go-live.

4

Go live and hand over

A runbook, the test set and a walkthrough, so your team owns it from day one.

Deployable source
The agent, actions, objects and screens as Salesforce metadata.

Solution design
A Solution Design Document with UML for your architects.

Test suite
Apex tests plus replayed conversations, run before every release.

Least-privilege access
Permission sets for the agent user and for your staff.

Runbook and handover
How to run it, change its rules and roll back.

YOU PROVIDE Agentforce, Slack for Salesforce and Platform licenses. · Role task lists and the IT access list.

NEXT STEP

Get the New Hire Onboarding Agent scoped for your org.

A free 60-minute review with an architect: what it would do in your org, what it needs and how long it takes.

EMAIL

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THE AGENT

synconai.com/ai-agents/new-hire-onboarding-agent

GLOBAL DELIVERY

United States · Australia · India

BUILT BY

SynconAI, Salesforce Select Partner · 5.0/5 CSAT

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