Getting Started

Employees using an Aberdeenshire Council provided laptop, desktop or tablet:
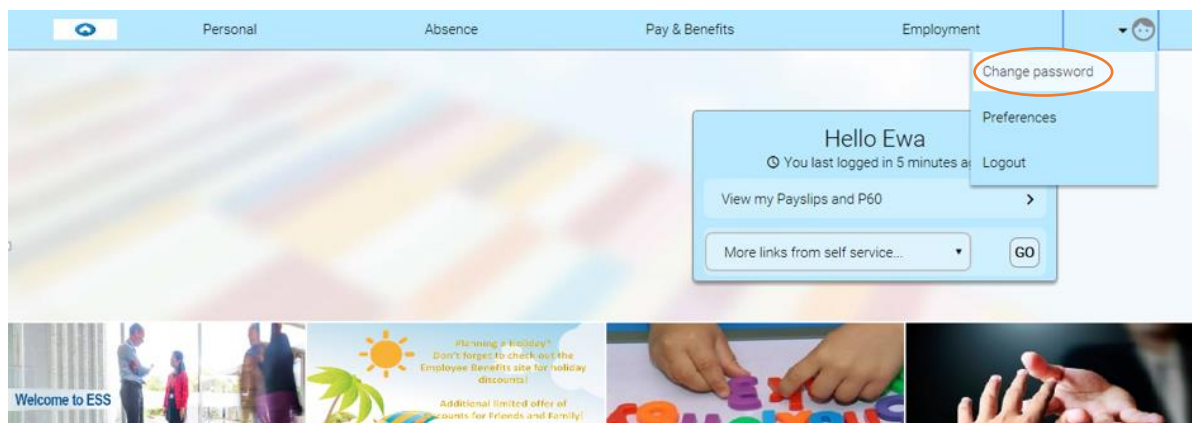
You can access ESS by visiting www.askHR.it and clicking on the ESS link. If you're using an internet enabled device provided by ICT, such as a laptop, you'll be automatically logged into ESS through a single sign on process.

Employees with an @aberdeenshire.gov.uk email address using a personal device or a Council-provided smartphone:

You can also log into ESS through a personal device by entering your @aberdeenshire.gov.uk email as your username and the Windows password you use when you log into the Council's network.

Employees without an @aberdeenshire.gov.uk email address:

If you do not have an Aberdeenshire address your user name will be provided to you. A password will be provided and you will be prompted to change your password following log in. You can also change your password within your ESS - go to **Profile** then 'Change password':

If you have any log-in issues or require assistance with tasks please contact askHR via the askHR self-service portal at www.askhr.it or, contact the askHR Support Desk on (01467) 534400 or by email; askHR@aberdeenshire.gov.uk.

You can also add Employee Self-Service to your favourites in your internet browser.