

# WHAT CAN THE HR DEPARTMENT DO FOR YOU?



## Compliance:

- E-Verify Administration
- Form I-9 Training and Reviews
- Records Retention
- ADA Compliance Support
- Employment Law Compliance
- EEOC & DOL Compliance Support
- FMLA Administration & Tracking
- State & Federal Labor Law Posters

## Support:

- Unlimited HR Consultations
- Employee Handbook Support
- Policy Creation & Review
- HR Investigations
- WARN Act
- EEO1 Reporting
- Government Required Surveys
- Unemployment, EEOC, UALD, & Wage Claims Support

## Training & Development:

- Harassment Training
- HR Trainings
- Succession Planning
- Safety Trainings
- Osha Trainings
- HR Team & Leadership Team Development

## Software Programs

- Online HR Toolbox Access
- Performance Review Software
- Job Posting Software
- Timekeeping & Scheduling
- Salary Compensation Analysis
- Background Check & Drug Testing Software Access