

HDR Premium Program

Now more than ever, companies need HR expertise!

If you have employees, you have employee problems. Well-developed HR policies and procedures not only keep conflict and claims down, they also have the incidental benefits of reducing expenses while enhancing productivity.

Running your business is tough enough. You don't have the time to find out the latest on wage and hour or employee relations issues.

Get the expertise you need to help guide you through those employment landmines and stay up to date with the most current employment information and best practices.

Contact us now and find out how easy it is to expand your HR department.

HR Services Available

PREMIUM PROGRAM

- Unlimited HR Consultation
- Employment Forms & Documents
- Webinars on various HR and Business Topics
- "Coffee with Michael" Podcasts
- HR Alerts
- Employee Handbooks Review and Update
- Policy Review and Development
- Job Description Review and Development

ADDITIONAL SERVICES AVAILABLE

- Hiring and Development Assessments
- 180°Feedback; 360°Feedback
- Background Checks
- Online Training Module **NEW!**
- Skills Testing (Word, Excel, more)
- Sexual Harassment Training
 - Supervisor and Employee
- Responsible Beverage Service Training **NEW!**
- Supervisor Skills Training
 - Performance Mgmt., Resolving Conflict, Interviewing, and more

HIRING
DONE
RIGHT **HDR**

For All Your Human Resources Needs

805-650-9172
www.HiringDoneRight.com
P.O. Box 6571 • Ventura, CA 93006

