

# Training SESSIONS

Put our HR knowledge to work for you with our customized training programs. We'll even come to you! Every presentation is specific to your company, your need and your audience!

The following programs are customized to meet specific client needs or can be presented in a general audience format:

- Oops, the Mistakes we All Make (Hiring)
- Getting to the "Will Do" (Interviewing Basics)
- Saying "You're Fired!"
- Having Fun from 9 - 5
- Performance Evaluations - *From Management Cruel to Management Tool*
- HR - But Why?
- Professional Conduct Training (Harassment and EEO)

For details about our HR Training sessions, please contact us by calling (717) 652-5187 or send us an email [info@hrresolutions.com](mailto:info@hrresolutions.com).

on site • on call • as needed

Policies and Procedures  
Hiring (and Firing) Processes  
Performance Evaluations  
Reward and Recognition Programs  
Training and Compliance



**HR Resolutions**<sup>SM</sup>  
Your HR Experts – *ON CALL*

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When you have  
business to tend to...

*Leave your HR to the Experts.*

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## Under 50 EMPLOYEES

From 4 to 400 employees, HR Resolutions<sup>SM</sup> is designed to help you manage and reduce the risks you face every day! Service and support is designed specific to YOUR needs.

Your expertise lies in your business. Our expertise lies in Human Resources. HR Resolutions<sup>SM</sup> can develop the tools you need to decrease your risk, increase your effectiveness and, ultimately, improve your market position.

### A few examples include:

- Handbooks and Procedures
- Evaluations and Action Plans
- COBRA and FMLA letters
- New Hire and Exit processes

### How can we be of service?

Contact HR Resolutions<sup>SM</sup> today by calling (717) 652-5187 or send us an email!



## Over 50 EMPLOYEES

Based in Harrisburg, our mission is simple – provide realistic, affordable human resource management services and solutions on-site, on call and only as needed to help you eliminate the issues, challenges and frustrations you face as an employer.

### Outcomes to expect:

- Saving Time
- Saving Money
- Providing Convenience
- Gaining Greater Peace of Mind

HR Resolutions' staff has extensive experience in personnel and Human Resources from small business to large corporations. HR is our core strength and skill enabling YOU to focus on your core strengths and your business. We can help you develop the tools you need to decrease your risk, increase your effectiveness and, ultimately, improve your market position.

### Need more information?

We'll be happy to assist you. Just call (717) 652-5187 or send us an email to get started!

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## HR Department PROJECTS

- Strategic Human Resource Management
- Workforce Planning and Employment
- Resource Development
- Compensation and Benefits
- Employee and Labor Relations
- Occupational Health, Safety and Security

Could your HR Department use some help to complete important projects? Then put HR Resolutions' proven experience to work for you. With extensive corporate experience in HR and labor management, HR Resolutions<sup>SM</sup> is ready to take on your most complex HR projects and deliver results you can count on!

### Ready to get started?

Contact HR Resolutions<sup>SM</sup> today by calling (717) 652-5187 or send us an email!

