



SymbianceHR

Your Challenges. Our Solutions. A Successful Relationship.

RISK ASSESSMENT OF EMPLOYMENT PRACTICES

Perhaps you are uncertain of your current state of employment practices. Maybe you know there are gaps and unclear where they are. Potentially you have risk that could pose liability for your business however you're not sure where the risk is and how to mitigate it. SymbianceHR can help by performing a comprehensive risk assessment of your employment practices. How do we do it? SymbianceHR will gather information and documentation from the client to review current human resource practices and policies related to various employment practices such as, but not limited to:

- Organizational Structure / Hierarchy
- Work Schedules
- Talent Acquisition
- Hiring and Onboarding Activities
- Training Practices
- Performance Management
- Leave Management and Time Tracking
- Employee Relations Procedures
- Human Resources Documentation
- Compensation & Benefits
- Corrective Action & Separation
- Unemployment Management
- Workers' Compensation / Injury or Illness Reporting Practices
- Personnel Record Keeping Practices
- Regulatory Compliance & Posting Obligations
- Human Resources Policies / Procedures / Handbooks

Upon completion of the current state Risk Assessment of Employment Practices SymbianceHR will present the client with a comprehensive report and guidance which will include:

- Current state compliance risks and / or violations if any
- Identification and analysis of current practices
- Identification of gaps in executing employment practices
- Policy and procedure recommendations in accordance with industry Best Practices
- Strategic Human Resource Roadmap for your business

Call or email Jennifer Cook today to schedule a free initial consultation at 302.276.3302 or jennifer@symbiancehr.net. To learn more visit us at www.symbiancehr.net.

SymbianceHR does not provide legal advice and any guidance provided should not be construed to be legal advice.