## Start your HR journey with Tick HR Solutions

## Specific HR projects

## **Complete Audit:**

A full review of your existing employment documentation, including contracts, handbooks, policies and forms. Followed up with a report of findings and proposed changes if any are required.

#### Contract Lite:

Bespoke contract of employment, including disciplinary and grievance procedures and GDPR privacy notice and consent form.

## **Contact Complete:**

All the employment documentation you need, including but not limited to; a bespoke contract of employment, a full employee handbook with employment guidelines and company policies as well as a GDPR privacy notice and consent form.

## **HR Consulancy:**

Choose between a full day of half day. HR consultancy can be carried out on site or remotely whichever works best for you.

### Interim HR:

We will work with your business to cover periods of long or short term absence, e.g. maternity or paternity leave, to cover the current job holder's role on a fixed term and price contract.

#### Retained HR sevices

# Tick HR Component:

Inclusive of Contract Lite and ongoing HR support and legislation updates. Ideally suited to an average of 5 employees



## Start your HR journey with Tick HR Solutions

## Tick HR Advantage:

Inclusive of Contract Complete and ongoing HR support and legislation updates. Ideally suited to an average of 15 employees

## Fully managed outsourced HR department:

A cost-effective solution to managing all aspects of HR within your organisation.

#### HOW CAN WE HELP YOU? Find out about our HR Support packages

Get the peace of mind that comes from knowing that your business is protected with our retained HR Support packages, which provides you with comprehensive HR support, and all of the documents that you need.

The Retained HR Services package includes:

Unlimited expert consultancy

Bespoke case management documents e.g. disciplinary, absence, grievance and redundancy

Bespoke contracts and employee handbooks

Offer document templates including terms and conditions of employment Newsletters and legal updates.

Tick HR can be your remote or onsite HR function at a fraction of the cost. Contact us to see how we can help.

