



## Let us be your Virtual HR Partner

Are human resources issues keeping you up at night? Do you wish your employee handbook would write itself? Wouldn't it be great if you could quickly download HR forms, checklists, and templates to help you stay on top of all your compliance and employee relations needs?

### Get Personalized Advice from our HR Experts

Our Virtual HR services offer you and your team access to our HR experts, without the overhead and cost of adding to payroll. Outsource various elements of your HR function to maximize efficiency while minimizing risk. Find out how your company can achieve greater HR productivity while lowering administrative costs.

#### Features:

- Access to our online HR Resources Library
- On-demand best practice templates and forms
- Proactive federal and state compliance e-Alerts
- Live HR webinar-based trainings each month
- Telephone and email support from our HR experts

### Choose the level of service that works best for you

**HR Resources:** you'll have a whole library of resources at your fingertips. Samples of job descriptions, offer letters, termination toolkits, and so much more....

**HR Essentials:** you get all the tools from HR Resources plus telephone and email support from our HR experts.

**HR Partner:** you'll have unlimited telephone and email support with an HR professional fully dedicated to you and your business.

To learn more about our services, please contact us at [info@hrknowledge.com](mailto:info@hrknowledge.com)