

# Human Resource Partners

www.HRPinc.net

9 Badger Avenue South Natick MA 01760

SERVING BUSINESSES OF ALL SIZES

## Some Organizations we have assisted:

- Cytoc Corporation
- Telequip Corporation
- V-Mark, Inc.
- Physicians & Nurses Manufacturing Corp.
- Faith Casler Associates, Inc.
- PLC Medical Systems, Inc.
- Embedded Support Tools Corporation
- Andover Advanced Technologies
- Kitchens, etc.
- Atlantic Components
- Diamond Machining Technology, Inc.
- Gerber Sales Corporation
- WANT AD Publications, Inc.
- Color-Tex International
- Mitek Corporation
- Zipwall, LLC
- Daly, Crowley & Mofford, LLP
- Auerr Mason & Zajac, LLP
- SILPRO Corporation
- R J Crowley's Bar & Grill
- J. Todd Galleries
- ArsDigita
- Animation Technologies, Inc.
- SBANE The Smaller Business Association New England
- Optima Worldwide Shipping
- Praendex Corporation
- Thompson Island Outward Bound



\* How do you **interview** applicants **legally** and still get the information you need?

\* Do you have legal personnel files including **I-9 forms** for every employee as required by law?

\* It is **against the law to discriminate** based on age, race, color, sex, ancestry, national origin, religion, sexual orientation or handicap. How does that affect your business?

\* **State and federal law** requires certain posters for every business; have you got them?

\* Do small businesses need **Workers' Compensation**?

\* **Performance evaluation** can improve work in all companies. We've got a non-stressful way to do it!

\* What **most** employees **want is more** recognition. What can you do **about it**?

\* Developing and knowing policies and benefits is important for you and your employees. Do you have a **handbook**?

\* Got a **problem employee**? How can you turn the situation around?

\*If anyone in your company needs to develop their **management skills** we have the answer.

\*How do you **terminate** an employee with less stress for you both?

Bob Murphy, Consultant  
Board of Directors-SBANE  
The Smaller Business Association of New England  
bmurphy@HRPinc.net

Dianne Davidson  
HR Consultant  
ddavidson@HRPinc.net

Phone 508-653-0522  
FAX 508-653-0541

www.HRPinc.net