



Landrum **HR**

HR CONSULTING DESIGNED
TO WORK FOR YOU



What Can LandrumHR Consulting Do For Your Business?

By hiring a LandrumHR Consultant, you get expert advice whenever you need it so you can build your business in the direction that is right for you.



HR ON-CALL

Wouldn't it be nice to have an HR expert just a phone call away? With LandrumHR Consulting, a certified HR manager will personally assist you in addressing your employee relations needs. Whether it is guidance with disciplinary actions, investigations of employee claims/disputes, discrimination and harassment claims avoidance or maintaining compliance with pertinent employment laws, you can sit back, manage your business and let our professional staff guide you through your most complex employee issues.



HUMAN RESOURCES ASSESSMENT

Do you know where your organization stands regarding your legal obligations as an employer? There are many laws, executive orders and regulations that govern human resource practices. LandrumHR's HR professionals will review your documents and processes to identify problem areas that require attention. If your employment practices and record keeping aren't where they need to be, we will give you specific, actionable recommendations for what needs to change and where to start.

- HR practices
- Wage and hour
- Personnel records
- Handbook policies and procedures
- Employment-related documents



WORKPLACE INVESTIGATIONS

If your business receives a work-related complaint from an employee, you could find yourself scrambling through old emails and text messages and examining conflicting points of view. We can reduce your risk and frustration by handling the investigative work and asking the hard questions in an unbiased and professional manner. We can relay our findings in an oral or written report, whichever you prefer. Our goal is to help you handle these matters proactively. Our expert HR Managers are trained to investigate employee concerns including:

- Discrimination
- Harassment
- Compensation
- Perceived unfair treatment



EMPLOYMENT HANDBOOK CREATION

A good employee handbook can serve as a roadmap for your employees, helping them to understand your business's culture and expectations. In addition, it can protect your business by showing your compliance with federal, state and municipal regulations. Our expert HR managers can work with you to craft a handbook that fits your needs without subjecting you to unrequired legalities.

RISK MANAGEMENT ASSESSMENT

Prevention is the best cure, and managing risk is a vital part of any business. LandrumHR Risk Consultants can identify risk and offer solutions either verbally or in a formal written report to eliminate or reduce risks identified. The result is a safer and more efficient work environment as well as a reduction in workers' compensation claims. Our Risk team is available to help you maintain a safe work environment through:

- Worksite Compliance/Safety Audits
- Ergonomic Evaluations

For detailed descriptions of each class, please go to landrumhr.com/services/hr-training-seminars.

TRAINING & ENRICHMENT WORKSHOPS

Too often, star producers are promoted into the role of supervisor without being equipped to perform this vital function. We offer a variety of customized classes, seminars, trainings and workshops geared toward building supervisory skills and improving effectiveness as a leader. Some of the current training offerings are as follows:

- Interviewing and Hiring
- Bullying and Harassment
- Documentation and Discipline
- Conflict Management
- Supervisor Safety Skills
- Safety Pays
- Supervisor Boot Camp Training
- Management By Strengths – A Team Building Program



“The LandrumHR staff has always been well prepared, on time and professional in the delivery of their services and that is why we have continued to do business with them to this day.” — Destin Water Users

Destin Water Users has used LandrumHR Consulting through the years for a variety of human resource projects ranging from preparation of job descriptions to employee training.

Our expert team can customize a service plan to meet your unique HR needs. Call us today for a free consultation!



In addition to our HR Consulting services, we also offer HR outsourcing and training.

(800) 888-0472



LandrumHR.com