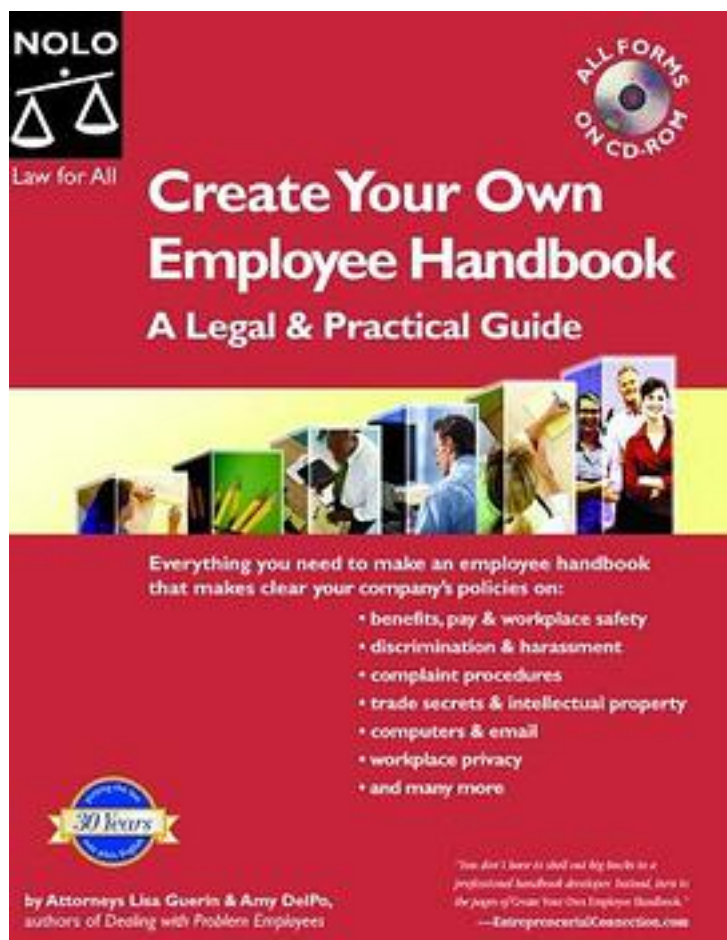


Create Your Own Employee Handbook



[Create Your Own Employee Handbook_ 下载链接1](#)

著者:DelPo, Amy

出版者:

出版时间:2009-6

装帧:

isbn:9781413310290

Provide your employees with a handbook that spells out your company's benefits, policies and procedures with this practical legal guide. Every company, no matter how big or small, needs to provide workers with an employee handbook. "Create Your Own

Employee Handbook" gives you all the information and policies managers, HR professionals and business owners need to create their own reader-friendly guide, no matter what state you live in. Each chapter covers a different topic, including: at-will employment hiring pay and payroll workdays and hours performance evaluations benefits discrimination and harassment complaints and investigations leave health and safety substance abuse privacy in the workplace discipline You'll get the lowdown on the legal and practical considerations that apply to each topic in your state, plus sample policies that you can use as-is, or tailor to meet your needs. The CD-ROM lets you cut-and-paste the language you need to complete your own handbook instantly. The 4th edition is completely updated to include the latest developments in federal and state law, and covers emerging workplace issues such as lactation breaks, instant messaging, and new regulations for dealing with victims of domestic violence.

作者介绍:

目录:

[Create Your Own Employee Handbook_下载链接1](#)

标签

评论

[Create Your Own Employee Handbook_下载链接1](#)

书评

[Create Your Own Employee Handbook_下载链接1](#)