

SHRM PREMIUM ONLINE SERVICES

EMPLOYEE HANDBOOK BUILDER

Your policies are important; convey them correctly. It is imperative to have an employee handbook that is accessible, easy to understand and compliant.

Ensuring you have included all the state-specific policies and procedures—and keeping them up to date—is time-consuming.

Let SHRM's Employee Handbook Builder help.



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SHRM JOB DESCRIPTION MANAGER

Carefully crafted job descriptions are effective for hiring, evaluating performance, disciplining and planning for future growth.

The SHRM Job Description Manager provides a library of more than 2,400 customizable job descriptions while also letting you create, maintain and organize your job descriptions online.



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FMLA MANAGER

The web of regulations otherwise known as the FMLA, as you know, is not the easiest to traverse. For approximately \$2 per day, SHRM's online service makes it easier to track leave while still complying with the latest federal and state regulations.



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HARASSMENT RESOURCES

Safeguard your workplace's most valuable assets—your employees. Train toward a harassment-free workplace with our award-winning harassment resources.

Improve workplace decorum, foster communication and inform your staff about their responsibilities toward maintaining a harassment-free work environment.

Streaming and DVD products available.



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Comply with OSHA's 300 record-keeping requirements—from anywhere, at anytime.

Step-by-step guidance on how to fill out forms, calculate incident rates, identify safety issues, track trends and generate reports.



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