



employee management made simple.

(866) 255-5510 | www.emplicity.com

EMPLICITY'S BUYER'S GUIDE

Human Resources Outsourcing

Human resources outsourcing begins when the burden of human resources exceeds your internal capabilities, and the expertise needed to manage a growing workforce is out of reach. When business lack of extensive HR experience in-house, can't stay up-to-date in compliance with changing employment regulations and have escalating costs and diminishing objectivity and require third party impartiality.

Human resource outsourcing from Emplicity brings a confidante in key management decisions. As your HR Business Partner Emplicity will provide the necessary guidance and research on employee relations, compliance and workforce productivity. Your managers will love you too, for the access and support of a dedicated, on-site HR professional who is intimately familiar with the critical elements of your business. This will directly impact your bottom line: resulting in specific, measurable HR outsourcing results, with the end result being greater employee satisfaction, better morale, and higher productivity.

"Emplicity provides us support in all aspects of Human Resources, compliance, and insurance. We experience the advantage of having them on our team, which ultimately improves our bottom line."

-Jim Moyer, CEO CJ Suppression Inc

What is HR Outsourcing?

Emplicity alleviates the burden of juggling compliance, productivity and staffing priorities so you can focus on managing and growing your business. Our personalized service pairs one of our highly-experienced human resources professionals with your company to provide guidance on a spectrum of services including: management training, employee relations, performance management, safety and risk management, and employee terminations.

Emplicity HR Outsourcing Services

- Human Resources Management
- Recruiting, training, and development
- Compliance Management
- Overseeing organizational structure and staffing requirements
- Tracking department objectives, goals, and strategies
- Training and development



EMPLICITY HR SERVICES

Human Resource Counseling

- ✓ Live telephone support
- ✓ On-site support and guidance
- ✓ Recruitment support
- ✓ New-hire orientation
- ✓ Staffing planning
- ✓ Performance Reviews
- ✓ Corrective Actions
- ✓ Termination guidance
- ✓ HR Strategy
- ✓ Policy & Procedure Best Practices

Recruitment Support

- ✓ Job description development
- ✓ Advertisement of positions
- ✓ Review of hiring process
- ✓ Interview and selection training
- ✓ Candidate sourcing
- ✓ Background checks

Compliance Management

- ✓ Employment Regulations
- ✓ Exempt and non-exempt classifications
- ✓ Paid family and sick leave laws
- ✓ Wage and hour
- ✓ Employee handbooks
- ✓ Record keeping

Training & Development

- ✓ Employee development resources
- ✓ Leadership training
- ✓ Sexual harassment training
- ✓ Employee certification tracking
- ✓ Safety program development
- ✓ Management Training



FUN FACT:

Small businesses that work with HR Outsourcing have employee turnover that is 10 to 14 percent lower employee turnover, and are 50% less likely to go out of business.*

*Source NAPEO



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Emplicity is your local Human Resources Provider.

Emplicity the leading local Human Resources Outsourcing provider was founded in 1996 on the principle of making employee management simple. Emplicity is headquartered in Irvine, California with offices in Sacramento, Los Angeles and San Francisco, serving over 6000 worksite employees throughout California.

We assist our clients in the pursuit of success by providing full-service Professional Employer Services that frees them from the complexities of HR. Our dedicated, trusted team of HR professionals provide services that result in all-inclusive, empowering solution for our clients' human resources needs. We understand our clients' point of view and conduct ourselves in a professional, empathetic, and enthusiastic manner.



Popular Misconceptions

- **Your business is too small for a Emplicity**

Emplicity provides a great way for small companies to leverage big company HR services they might otherwise not be able to afford.

- **You'll have to let go of your current HR Manager**

With Emplicity and your HR Manager working hand-in-hand, there is time for both administrative and compliance tasks, along with other projects, that would otherwise be left on the back burner.

Why Outsource the HR Burden

- When the burden of human resources exceeds your internal capabilities
- The expertise needed to manage a growing workforce is out of reach
- The complexity and compliance requirements have legal ramifications



FUN FACT:

The greatest challenge is that failure to comply can lead to serious financial consequences. Outsourcing HR functions to a trusted provider can help you understand and take action to comply with these laws and regulations.*

The Small Business Association estimates that it costs \$1,469.00 per year per employee to handle human resources in-house. For a lot of small and medium sized businesses, that's too many resources taken away from marketing, new product development or the onboarding of additional staff.



CERTIFIED HR PROFESSIONAL.

Emplicity takes an active role in managing your employee issues. You'll get the highest level of engagement and guidance to resolve issues and drive company growth.



CONFIDENCE IN MANAGEMENT.

Emplicity instills the confidence and knowledge you need to manage daily tasks and decisions associated with HR, such as hiring, firing, and managing employee performance.



ENGAGED AND STRATEGIC.

Your dedicated Emplicity representative understands your unique business needs and acts as a key resource to your management team. Rely upon us in critical situations to achieve your objectives



ON-SITE. ON-CALL. ONLINE.

We know that employee issues escalate when it is not convenient. Your Emplicity Representative is available when the situation calls for guidance in person, via phone call or text message, or online through email or virtual meeting.



Offices Conveniently Located | (866) 255-5510
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