

“HR When U Need It”

Profits through People

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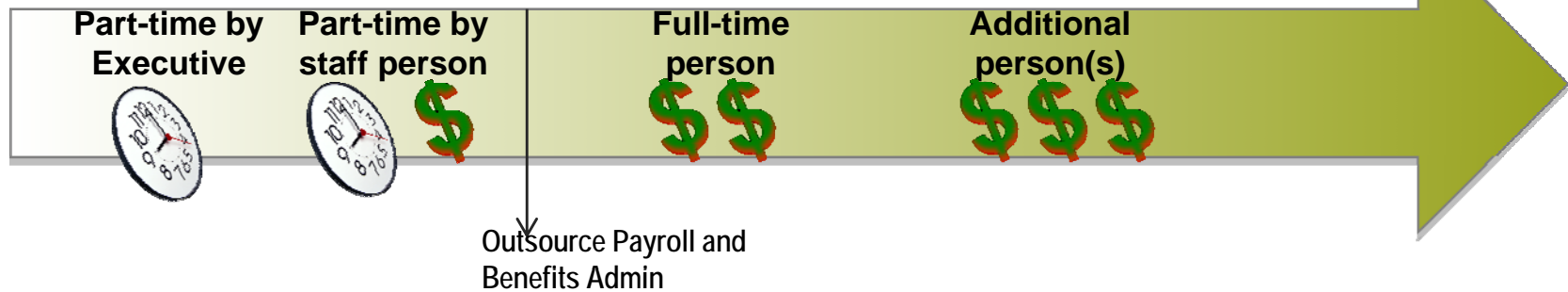
Common Business Owner Questions

- What HR policies and procedures should I have for my size business?
- How can I find good people to hire?
- How can I keep my good employees?
- What kind of background and immigration checks am I required to do?
- How do I get people to step up and perform their best?
- I need to talk to an employee about his behavior. How should I approach it?
- I want to fire someone, but there are some circumstances that make it a sticky situation.
- Why do I have to pay overtime for this job?
- How much should I pay this person for this job?
- Do bonus systems really work?
- What employee records do I have to keep and how long?
- Do I have to offer COBRA coverage?

***All these issues have consequences
on business operations,
cost and profits.***

Business Options for HR Services

How management typically handles people as the company grows:



A better business alternative:



Menu to Customize HR Services

Business & HR Strategy

- Vision, Mission, Values
- One-page strategic plan
- Connect HR to business goals
- Communications:
 - Executive
 - Employee
- Branding

Recruiting/Hiring

- Sourcing and hiring
 - Assessments
 - Screening
 - Starting salaries
 - Background checks
 - New employee orientation & paperwork (I-9, W-4, etc.)
 - Contingency Searches
 - Professional
 - Executive

Employee Relations

- Counseling
 - Manager
 - Employees
- Performance management process
- Performance improvement planning
- Employee exit process
- New Employee Orientation

Regulatory & Compliance

- Compliance review
- FLSA determination
- Unemployment administration
- Employee Handbook
- Policies & Procedures
- Supervisory Orientation

Compensation

- Compensation audit
- Compensation strategy
- Job descriptions
- Salary administration and planning
- Convert current pay system to ranges or grade structure
- Market pricing of jobs
- Bonus/incentive plans
- Sales commission programs

Management Training

- Managing performance
- Constructive Employee Conversations
- Avoiding sexual harassment complaints
- How to top grade employees and candidates
- Succession planning
- Business process improvement

Leadership Development

- Creating a desired culture
- Employee Engagement
- Coaching and counseling

Why Should You Use “HR When U Need It?”

OBJECTIVES:

- Improve business operations, reduce cost, and increase profits through better people management
- Improve HR and management decision-making

WHILE:

- Reducing costs by 30%-50% of the cost of hiring staff
- One point of contact for integrating the provision of services

ADVANTAGES of “HR When U Need It”:

- Real experience
- Pragmatic – we know the practical realities of managing a business
- Accessible and responsive
- No frills approach



Benefits of a Relationship With Us...

Efficient
management
and support
of Human
Resources

Cost savings
vs. fully
loaded
internal staff
support



Ability to meet
expanding
needs with
limited
internal
resources

Our
capabilities,
experience
and business
culture

“HR When U Need It” brought to you by...

Barbara O'Neal, principal of O'Neal Consulting, is an experienced management consultant and business executive specializing in alignment of strategies and people. She has built her firm on the wisdom and knowledge gained from a distinguished career in business, education and government.



O'Neal is passionate about helping companies succeed. She believes people are the real strength of any organization and this belief has led her to focus on coaching, training and inspiring the people who come to her for help. O'Neal has a natural talent for bringing people together and leading them and their organizations forward. She makes sure the fit is right in every way for everyone.

She founded O'Neal Consulting in 1996 to assist organizations with recruiting and human resources programs and projects designed to increase employee productivity and reduce exposure to litigation and diversity-related complaints. In 2001, she led the human resources consulting practice at Benefit Partners and left there in 2004 to focus solely on her consulting business. Headquartered in Dallas, with a branch office in Waco, TX, O'Neal Consulting's reach is nationwide.

After earning a Bachelor of Arts degree from Baylor University, O'Neal earned a Master of Business Administration degree from Southern Methodist University through its Executive MBA program.