

# Getting to Know HR

## Why is Human Resources Important to Your Company?

Between recruiting and retaining employees to payroll and tracking vacation time, there are many functions when it comes to human resources management. Human Resources is one of the most time-consuming components for any small business to manage. Outsourcing your HR responsibilities to an HR outsourcing company like GMS can help your business grow, retain control, and save time and money.

## How GMS Can Benefit Your Business



### Performance Management

- Electronic Performance Management System
- Annual Reviews
- 1 on 1 Coaching



### Recruitment

- Applicant Tracking System (ATS)
- Recruitment Process Outsourcing
- Sourcing
- Background Checks & Drug Screening



### Compliance

- Handbooks
- Job Descriptions
- Employment Law
- Employment Practice Liability Insurance



### Record-Keeping

- Electronic Onboarding
- File Audits
- I9 Compliance



### Training & Development

- Learning Management System (LMS)
- New Hire Orientation
- Safety
- Sexual Harassment

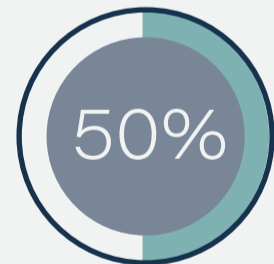


### Retention

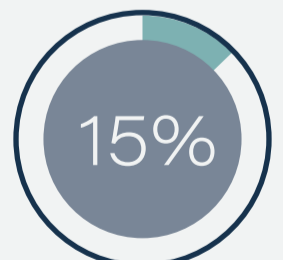
- Employee Surveys
- Reward/Recognition Programs
- Total Compensation Reports

## The Numbers Don't Lie

- Companies who use a PEO are 50% less likely to go out of business versus those who do not use a PEO.



- Business owners who use a PEO are 15% more satisfied with the quality of new hires.



- There is a 14% lower employee turnover for businesses who use a PEO compared to those who do not use a PEO.

