

I The Employee Handbook Every Word Counts

Every Employee's Guide to the Law
The Complete Employee Handbook
Create Your Own Employee Handbook
Employee Handbook
Create Your Own Employee Handbook
Create Your Own Employee Handbook
Department of Agriculture Employee Handbook
Employees Handbook for All Staff Members of the Dept. of Employment
Employment Regulation in the Workplace
California Employment Law 2025
The Health Care Manager's Human Resources Handbook
Life Skills, Vol. II: Lessons 46 - 90
What Employee Handbooks Never Tell You
Blackwell's Five-Minute Veterinary Practice Management Consult
Code of Federal Regulations
Decisions and Orders of the National Labor Relations Board
Equal Employment Opportunity 2020 Compliance Guide
Investigation of Grain Storage Operations of the Commodity Credit Corporation
Employee Handbook
Federal Register
Lewin G. I Joel, II Lsom Lisa Guerin Lisa Guerin Sachi Clements
United States. Department of Agriculture
California. State Department of Employment
Robert K Robinson James J. McDonald, Jr.
Charles R. McConnell Prodigy Books
Kay F. Kneeland Lowell Ackerman
United States. National Labor Relations Board
Buckley
United States. Congress. Senate. Agriculture and Forestry Committee
United States. National Park Service
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covering every aspect of employment from the job interview to post employment benefits this invaluable resource focuses on employee rights guaranteed by law and explains how workers can be protected in language praised for its clarity and accessibility this updated edition provides a strong foundation of legal knowledge and advice on wages and hours health and safety harassment invasion of privacy discipline unemployment compensation and more 448 pp radio publicity author tour 15 000 print

the employee handbook is not only an essential tool of communication to the company's employees on their terms and conditions of employment but also serves as a means of communicating the company's rules and regulations which are usually not spelt out in the collective agreements the basic employee handbook generally covers employees who are not embraced by the union's constitution but the modern approach is to include the executive management terms in a separate section thus the executives management personnel will have all the terms and conditions of all employees but the non exempt employees will only have access to their own terms and conditions the section on communications is shared by all employees further the employee handbook can serve as a contract of employment when a new employee is hired in circumstances where the offer letter states your terms and conditions of employment are covered in the enclosed employee handbook the employer no longer has to write a lengthy offer letter detailing all the terms and conditions in his attempt to cover all aspects of the employee's terms of employment as well as the applicable benefits with the employee handbook he can write a brief letter of offer specifying the basic salary and major benefits e.g. car overseas trips perk annually and so forth and the termination notice he can conclude by stating all other terms and benefits are as presented in the employee handbook many employers feel that in a unionized environment there is no need for the employee handbook because the terms of employment are covered in the collective agreement the reasons why you should still have an employee handbook have been covered above but where you have a collective agreement you should state at the beginning of your handbook after the introduction on the sections of the handbook that where the terms of the collective agreement cover any provision for employees covered by the scope of the agreement in this handbook the cognizant provision of the collective agreement shall supersede this however for all other

employees unless specifically excluded in writing in their respective contracts of service the terms conditions and benefits as specified in the handbook shall prevail it is not sufficient to handover the employment handbook to each employee this should be communicated to all employees preferably in a classroom environment and employees must acknowledge receipt of such handbook one final thing the existing benefits which are not usually spelt out in the collective agreement can be included here i hope this employee handbook will facilitate the process of updating your company s handbook in companies where this exists and the development of new employee handbooks in companies and in countries where such handbooks are being developed for the first time this will obviate the need for engaging an experienced human resource consultant to develop such a handbook thereby saving the company several thousand dollars

Isom note to make the handbook even more comprehensive you could have a section for executives and management who enjoy perks not extended to the non exempt employees also you could specify the maximum basic salary beyond which the employee is not qualified to receive overtime the section on executive management perks should only be distributed to the personnel concerned perhaps the most important clause is to incorporate the following into the employee handbook changes may need to be incorporated in this handbook relating to your terms and conditions and where these are required these will be communicated to you because these will then form a part of your contract of service important the management should ensure all employees acknowledge receipt of the employee handbook and file the acknowledgement in the respective employee s personal folder

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this textbook acquaints readers with the major federal statutes and regulations that control management and employment practices in the american workplace the material is presented from the perspective that the human resource professional is the employer s representative and is therefore responsible for protecting the employer s interests and reducing the employer s exposure to litigation through monitoring activities and viable employee policies the book is designed as a tool for today s business and management

professionals and unlike some other texts in the field maintains a pro business or pro management approach the authors have skilfully crafted employment regulation in the workplace to be an effective learning tool each chapter opens with learning objectives and an example scenario and each chapter contains plenty of illustrative figures boxes and diagrams chapters conclude with a listing of key terms questions for discussion and two case exercises the book also includes a comprehensive bibliography

it is often said that it is impossible for an employer to fully comply with all of california s employment laws they are just too numerous too complicated and too often changing and seldom for the better there are so many traps for the unwary and the stakes of getting it wrong are quite high for california employers a simple mistake can lead to a seven figure jury verdict or a class action lawsuit california employment law 2025 is the go to resource for anyone who must contend with employment law in california as part of their day to day work including employers based outside of california who have employees working in the state this valuable reference is updated to address new developments in 2024 including new requirements for requiring temporary employees to arbitrate employment disputes the new freelance worker protection act new minimum wages for health care workers higher salary thresholds for overtime exemptions new requirements for cool down breaks for indoors workers restrictions on requiring job applicants to have driver s licenses expanded leave requirements for employees who are victims of certain acts of violence or whose family members are victims new restrictions on mandatory captive audience employee meetings preceding a union representation election

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