

HR Toolkit for Small Businesses

Recruit, Assess, Hire and Evaluate Employees

Outcomes Related to HR Toolkit for Small Businesses:

- Increased retention
- Quicker on-boarding time
- Increased ability to train and evaluate work teams
- Skill gain across work teams
- Succession Planning

Many small and medium-sized businesses struggle to balance the expense of onsite human resources personnel with unpredictable workforce needs, production and sales schedules, and irregular cash flow. Having a business owner, supervisor or another workplace designate trained to be able to manage some of the day-to-day recruiting, hiring and retention tasks is a viable and cost-effective solution.

To Register Contact:

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Who Should Attend?

*Business Owners & Employees,
Managers, Supervisors & Team
Leaders*

- **66%** of business leaders are personally responsible for managing human resources in their company.
- **22%** of business leaders struggle with managing their human resources department.
- **51%** of business leaders find recruiting new employees a challenge

http://www.bdc.ca/en/Documents/analysis_research/sme_challenges_Sept2015.pdf