

INTRAWORK

BUSINESS SERVICES

HR LITE SUBSCRIPTION



HR LITE

HR Lite offers employers up to four lite touch enquiries per month.

This package offers support and advice in business-critical areas such as Fair Work questions, employer obligations, modern awards entitlements, remuneration, disciplinary processes and performance management.

Included in the HR Lite subscription is access to our Lite Members Folder, with guides and templates to assist and align your businesses recruitment, on-boarding, and candidate experience.

If you only need a little support in best-practice processes, our HR Lite services is the one for you!

WHATS INCLUDED IN THE HR LITE PACKAGE?

- Up to four enquiries per month.
- Guided assistance and mentorship in managing HR concerns
- Access to our HR recruitment, on-boarding and employee experience templates
- Advice on hiring, employer obligations and Modern Award entitlements
- Access to an experienced HR manager on demand

ABOUT US

Founded by Emily Thomas and Jessica O'Donnell, IntraWork Business Services was inspired by organisations who expressed the need to take that 'next step' in their people, policy, and process, without a human resource department.

Whilst having a HR function is vital to ensuring businesses are compliant and allow management to focus on achieving operational success, appointing a dedicated resource can be costly and time consuming. We provide small to medium businesses with a wealth of knowledge in employment law and HR best practice solutions. Our dedicated consultants are available to advise and assist your team when, where and how it's needed.

Offering a practical subscription-based solution, gives you human resource and business strategy services, remotely and on-demand. Having outsourced HR support for your business allows you gain professional advice, enabling you to make effective business decisions and develop a stronger workplace.

Emily and Jessica's collaborative approach ensures the assessment of the core issues, development of strategies to resolve them and assistance in implementing those solutions.



HOW WE CAN HELP

I/W

Protect your business.

Fair Work Commission take the Fairwork Act 2009 seriously, and so do we. Ensuring your business is compliant and adhering to the expectation of the commission will help you avoid fines up to \$13,320 for individuals, and \$66,600 for entities. Our templates and guides provide clear advice on your obligations.

Streamline HR processes.

HR processes are business critical. Failing to adhere to the Commissions interpretation of a fair and equitable process can leave you open to litigation, potentially costing your business thousands in legal fees. Our team will guide you through the process to mitigate the risk of a claim.

Reclaim your wasted time.

Do you and your team feel equipped to answer complex employee questions, confidently? Providing misinformation can have detrimental effects on your employee's attitude, productivity, and overall culture. If you have a question and need information quickly, don't waste your time searching for answers. Pick up the phone and give us a call.

"MOVE FORWARD. GOOD THINGS ARE UP AHEAD."

