

The Complete Employee Handbook (Paperback)



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Reviews

*Undoubtedly, this is the best function by any writer. This really is for those who statte there was not a really worth reading. Its been written in an exceptionally basic way which is merely right after i finished reading through this book by which really transformed me, change the way i really believe.
(Dr. Deonte Hammes DDS)*

THE COMPLETE EMPLOYEE HANDBOOK (PAPERBACK)



Createspace, United States, 2013. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.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...



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