



HUMANCAPITAL
solutions

A Division of Imprimis Group

Competitive
Advantage
begins with...
great people.



GREAT COMPANIES BEGIN WITH A STRATEGIC APPROACH TO HUMAN RESOURCES.

At **Human Capital Solutions**, we know the HR obstacles you're facing, and we can help. Our people are experts with proven experience who can make a difference between staying ahead and falling behind. From working with your executive team to communicating to every employee in your organization to evaluating your overall structure and processes, we customize our approach to meet your needs exactly.

It starts with people who understand where you are and where you want to be. Our solutions are as unique as you are.

Whether it's a major shift in the industry or a minor trend in the workplace, change can have a profound impact throughout your organization. Managed correctly it can bring new opportunities for success. Managed poorly, it can become a negative force that affects performance at every level every level.

No two organizations are alike. That is why our solutions are as unique as you are. No one plans to fail. The pitfalls – and the opportunities – are usually unseen. Sometimes success itself can become an obstacle to sustained excellence. We work with you to identify the challenges and to develop a plan that will capitalize on the emerging opportunities.

It may be a human resources program that brings sweeping modifications to your entire structure, or it may be as simple as implementing a plan that enhances the abilities of key leadership. Working together we can help you meet the challenge of change like never before.

Long-term success is in your hands. Contact us, and discover how **Human Capital Solutions** can work for you.

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COMPLIANCE SERVICES

Solutions to Keep You Compliant with State & Federal Employment Rules & Requirements

We'll make sure you're in compliance.

Compliance at a glance:

- Affirmative Action Plans & Compliance
- Fair Labor Standards Act (FLSA) Audits
- HR Compliance Audits (strategic review of practices, processes & policies)
- Employee Complaints, Investigation & Resolutions
- Immigration Compliance
- Unemployment Compliance & Management
- Employee Handbook Development & Reviews
- Compliance Training
- Record Retention & Destruction Policies
- Proper Execution of New Hire Paperwork (W4 & I-9) & Onboarding
- Healthcare Reform Compliance
- Purchasing & Distribution of Up-To-Date Labor Posters
- HR Outsourcing
- Benefits Assessments

Everyone has the best intentions. Your policies and procedures were created to follow the letter of the law. But the fact is, Human Resources is a dynamic area – the rules change seemingly on a daily basis – so even the best intentions may not be enough. That's where **HR Compliance Services** can help.

Our experts are up-to-date on the very latest state and federal regulations. From how you recruit and hire to training and development to everything in between, we examine every aspect of everything you do. Our audits ensure that your policies and procedures are legal and fair so you can run your business with a little more peace of mind.



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RECRUITING SERVICES

Solutions to Keep Your HR Department Running Smoothly

We'll make sure your HR projects get done and your HR positions Filled.

Recruiting Services at a glance:

- Contract Staff for on-site or off-site HR Projects
- Search Services for critical HR positions
- HR Consultants for Recruiting
- Payrolling
- Market Research
- Recruitment Branding & Communication
- Social Media for Recruiting & Branding
- Building a Sourcing Function
- Background Check & Screening Tools
- Interview Guidelines & Processes
- Screening & Rating System for Candidates
- Recruitment Process Outsourcing
- Recruiting & Sourcing Strategies
- Positions We Fill:
 - Recruiting & Sourcing Professional*
 - Generalist Professional*
 - HR Manager*
 - HR Director*
 - Learning Specialist*
 - Diversity Specialist*
 - Talent Acquisition Manager*
 - Compensation & Benefits Analyst*
 - VP HR*
 - CHRO*

Recruiting is far more complex today. Social media tools make it far easier than ever before to find people, but so can everyone else. Employers today must have a complete “value proposition” to attract great people. Rarely do companies have enough of their own internal staff to cover all of the multi-faceted areas of recruitment. The importance of sourcing and recruiting great talent has never been more of a business imperative. That’s where our HR Recruiting Solutions can help.

Whether you need to build a sourcing or recruiting function, need market research on where to find the best candidates or need to train your staff on social media branding and communication, we have experts who can give you solutions that work. Or perhaps you need to evaluate your entire sourcing and recruiting process. In our Recruiting Services area, let us help you with those problems that you and your staff don’t have the time or the expertise to solve.



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TALENT MANAGEMENT & DEVELOPMENT

Solutions to Manage & Develop Talent Strategically & Tactically

We'll make sure you are up-to-date on the latest & best talent management & development practices.

Talent Management & Development at a glance:

- Performance Management Systems & Assessments
- Job Analysis, Job Evaluations & Job Descriptions
- Compensation Analysis & Design
- Succession Planning
- Strategic Planning
- Effective Policies & Procedures
- Compensation/Benefits Surveys
- Employee Engagement
- Exit Interviews
- New Hire Process/Onboarding
- Retiree Management Programs
- Benefits Benchmarking & Analysis
- Employee Communication Tools
- Retention Strategies
- Market Research
- Clarification of Roles & Responsibilities
- Disciplinary Actions & Terminations
- Employee Perks

Because an organization's human capital is its greatest asset and differentiates it from its competitors, it requires maximum investment. Once great employees are recruited, are your systems, policies, and practices conducive to keeping them? Retaining talent has never been more of a business imperative because the return on investment can be significant.

If you do not have the time or expertise to dedicate to developing effective talent management programs, let out experts help. They will provide solutions to help keep those great employees engaged through our broad array of services designed to increase business knowledge and deliver proven results.

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