

The **ONE**® Program Workshop

ORIENTATION OF **N**EW **E**MPLOYEES FOR **S**MALL **B**USINESSES

Ideally For Companies
With Only One or Two New
Hires, We Conduct The
Orientation For You . . .



RESPECT, HONOR, RETENTION!

MONDAY – BROWARD | WEDNESDAY – MIAMI-DADE | FRIDAY – PALM BEACH

PROACTIVE MEASURES

- ⇒ NEW HIRE ORIENTATION
- ⇒ STRESS MANAGEMENT AND TIME MANAGEMENT
- ⇒ CUSTOMER SERVICE & TQM
- ⇒ OSHA AWARENESS RISK MANAGEMENT
- ⇒ FUNDAMENTALS OF FILING AND DOCUMENT STORAGE
- ⇒ DIVERSITY AND BIASES PREVENTION
- ⇒ ESTABLISHED CODES OF ETHICS

REACTIVE MEASURES

- ⇒ EMPLOYEE MISCONDUCT DISMISSAL
- ⇒ HANDLING DRESS CODES AND ATTIRE REPRIMANDS
- ⇒ SEXUAL HARASSMENT IN THE WORKPLACE LEGAL BATTLES
- ⇒ LOSS OF GOOD EMPLOYEES AND ASSETS
- ⇒ CORRECTING MISFILED RECORDS
- ⇒ INAPPROPRIATE REPRIMANDS
- ⇒ ADDRESSING UNBECOMING BEHAVIOR

We Fill A Void That So Many Small Businesses When We Created A Program Almost 20 Years Ago, That Seem To Be One Of The Most Productive Initiatives . . . And, We Are Proud to Continue On This Journey!



Do You Have a Single or a Small Number of New Employees, But Don't Have a Human Resources Department To Conduct a Company Orientation?



Do Not Worry; Send Your New Employees to Us for a Fantastic, Information, Professionally-Organized 4-Hour Orientation Session!