



AGS HR – Experts in HR solutions

With our unique blend of entrepreneurial flair and keen commercial awareness we have the specialist knowledge to support SMEs, providing friendly and practical advice you can rely upon.

At AGS HR Solutions we're entrepreneurs – and employers too – which means we have the insight to understand the complex employment laws and regulations you need to deal with, regardless of your business size.

Ensuring you are compliant with the constantly changing rules means you can focus on what you do best – the day to day, successful running of your business.

We understand that good staff engagement and employee retention is key to help your business remain successful and robust.

What we can do for you

Our human resources and employment law services for SMEs encompass the full employee life cycle – from recruitment, payroll and training through to termination.

Our rates are flexible to meet your needs – with a full retainer system from as little as £99 per month and a HR system from just £10 per month. We can also tailor a package to suit your needs.

No risk – try before you buy.

We offer a free 30-minute consultation and advice.

All prices plus VAT.



Our services include:

- HR audit
- Provision of standard employment contract for employees
- Provision of standard basic policies
- Unlimited telephone and email advice
- Yearly review meeting
- BreatheHR human resources software. An extensive user-friendly online software package with holiday booking and cloud storage for employee file. GDPR compliant
- The Company Handbook bespoke and live company policies for employees
- Provision of bespoke employment contracts
- Creating and sending out contracts
- 6 monthly review meetings
- BreatheHR package service and maintenance
- Recruitment administration and tracking
- Attendance at disciplinary meetings
- Job descriptions and specifications

Additional specialist services include:

- Investigations Suspensions
 - Interviewing Witnesses
 - Evidence Gathering
 - Report with recommendations
- Redundancy & Re-organisation
 - Collective Consultations
 - Individual Consultations
 - Selection Pools & Selection Criteria
 - Full service provision to undertake the process for your business
- Director Service Contracts
 - Executive & Non-Executive Contracts
 - Restrictive Covenants
 - Bonus Packages
 - Designed to work with share options
- Recruitment search & selection
 - We will source and select candidates for interview
 - Undertake interviews
 - Send offer letters & contracts
 - Take references
- Mentoring & Succession Planning
 - Supporting managers and business owners
 - Mentoring executives to develop management skills
 - 1-2-1 coaching and individual resilience
 - Developing succession and growth plans
- Benefit & Reward programmes
 - Benchmarking salaries
 - Bonus schemes and structures
 - Overtime and premium rate initiatives and benefits
 - Advising on relevant reward scheme
- TUPE work
 - TUPE's in and out
 - Employee information (obtaining and reviewing)
 - Sales & Purchases and tender awards
 - Consultation & Employee communications
- Due Diligence
 - Share Sales
 - Asset Purchases
 - TUPE
 - Full due diligence report with benchmarking

To find out more about our HR services, please call us on **01384 217222** or email **info@agshr.co.uk**