

AR STRATEGIC SOLUTIONS

Human Resources Management

- Developing benefit, compensation and job classification plans and structures
- Developing forms and templates
- Developing job descriptions
- Auditing and managing personnel records
- Meeting Fair Employment compliance
- Establishing new employee orientation programs and required forms
- Conducting terminations and layoffs
- Complying with OSHA regulations, Workplace Safety, EEOC, DFEH, Affirmative Action and ADA

Classification and Wage Studies

We specialize in conducting classification and compensation studies. We offer modern methods and practices to update classification structures assuring alignment with the current needs of your organization.



Policy and Procedure Development

- Confidentiality agreements
- Employee handbooks
- Employment contracts
- Internet, email, drug and alcohol abuse policies
- Sexual harassment compliance
- Vacation, sick leave and absence policies



Human Resources Services

www.arstrategicsolutions.com



Cities and Counties



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STRATEGIC SOLUTIONS

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OUR COMPANY

AR Strategic Solutions understands the needs of federal, state and local governments. We value the great services that government agencies provide our citizens. We work with your organization to develop a sound and strategic human resources plan that is based on your community's needs. We understand the direct connection between your goals and objectives and the delivery of your human resources services. We offer premier human resources assistance to all public organizations and agencies including cities and counties. Our experienced staff has a deep understanding of public sector human resources management and will work with you to accomplish your objectives.

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OUR SERVICES

Efficiency Studies

- Examine and recommend a cost-effective management and support structure.
- Identify inefficiencies, areas of improvement and opportunities to increase efficacy.
- Review and improve the organization's classification structure.
- Provide an analysis of individual positions and their overall connection to the organization.
- Conduct desk audits to determine workload of individual employees.
- Determine areas where positions may be merged to better allocate resources.
- Study operations, systems, policies and procedures and make recommendation to achieve a higher-level of efficiency within the overall organization.

“ARSS helps Cities and Counties implement new strategies to improve the delivery of their services while protecting their fiscal solvency.”

AR Strategic Solutions

(213) 294-4627

Email: consulting@arstrategicsolutions.com