

We are **the go-to HR experts** who manage all your people related strategies and help your business grow



HR ESSENTIALS

All your Essential HR advice in one place: from recruitment to handling grievances and being legally compliant to storing all your HR documentation, we are the experts.

SYLO was built with one ambition: to provide expert support and advice to businesses, whatever their size or sector, on all aspects of HR.

We've seen massive changes in what HR means to businesses and, we've strived to ensure we remain at the forefront of the most up-to-date strategies and policies.

We also look at your HR storage requirements for documentation, as it is critical to ensure all HR documentation is not only GDPR compliant but also secure, easy to manage and stored in a way that simplifies the way you work. That's why we work with Breathe, our Cloud based HR system.

Within our HR Essentials Service we cover all the main areas, such as:

- Recruitment and Selection
- Induction
- Managing Probation Periods
- Creation or review of Contract of Employment and Employee Handbook
- GDPR
- Health & Safety, including Risk Assessments
- Sickness, Maternity and Paternity
- Pay and Benefits
- Equality, Diversity and Inclusion
- Redundancy Handling, restructuring and TUPE transfers
- Flexible Working
- Discipline, Grievances and handling appeals
- Dispute Resolution
- Managing Performance, Capability and Absence
- Managing employee exits and resignations
- COVID-19 Response

Contact us to find out more:

Telephone: +44 (0) 1844 216290

Email: enquiries@sylo-associates.co.uk



BREATHE PARTNER AWARDS

Partner of the Year
2019



www.sylo-associates.co.uk