

# Business Support Packages

## *HR Manager on Call*



Every business needs a strong foundation of compliance employment practices and processes to meet the requirements of Fair Work Australia legislation, National Employment Standards and Industry Awards.

Human resources management is an area of professional speciality which most small businesses cannot afford to include as part of their business structure.

The HR Manager on Call enables small businesses to have access to their own HR Manager to provide assistance and advice when they need it in a cost effective and practical manner.

The cost of documents is not included in the HR Manager on Call Package. iFreelance maintains subscription to current legislation and documents. When purchased in conjunction with the HR Manager on Call product, documentation is available at much lower than market prices.

Clients are also kept informed of any employment changes, such as wage increases or related requirements that affect employers.

Changes to the client's existing documentation can occur through the usage of the amount of necessary time to make the changes. Access to recruitment platforms (e.g. SEEK, Linked In) can be arranged through iFreelance accounts and is charged at cost to the client, or access can be provided by the client for iFreelance to access the client's platforms.

**\$600.00 plus GST** for a package of five (5) pre-paid human resources consultancy hours, or

**\$1100.00 plus GST** for a package of ten (10) pre-paid human resources consultancy hours.

Fees can be paid as a pre-purchased block of hours or on a retainer basis with 50% paid up front and the balance paid monthly over an agreed amount of months.