

# Hire new employees like a pro

There's so much business owners need to know about hiring a new employee in Australia. Doing it all yourself can be confusing, risky and take up too much of your time.

**Don't worry, we've done the hard work for you**



## Our New Hire Package provides you with:



### Position Description Template

Fully customisable to suit various roles within Real Estate



### Employment Contract

Employment contract completed by one of our experienced HR Advisors



### HR Advice & Guidance

Over the phone advice on appropriate conditions including Awards, pay rates or other inclusions



### New Starter Checklist

Checklist to ensure your employee has all the correct documentation when they commence



## Why Choose Us?

HR Advice Online offers simple, straight forward, affordable HR advice to business owners. Enjoy peace-of-mind, knowing friendly expert help is just a phone call or email away.

- ✓ Feel confident you are complying with Australian employment laws
- ✓ Save time creating your own documents
- ✓ Make a great first impression with your new employee
- ✓ Expert advice is just a phone call away

**Contact Us**



**1300 720 004**