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The Everything Human Resource Management Book: Attract and keep the people who will drive your company's success

Sharon Anne Waldrop

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Luckily, *The Everything Human Resource Management Book* takes you through all the important HR steps--from finding the right people to getting them in the door and on the job. This important resource covers how to:

- Write job descriptions that attract the right candidates.
- Identify the benefits people want most.
- Take care of an injured worker.
- Plan and present useful performance evaluations.
- Deal with difficult employees.
- Hire and fire staff.

Whether you are just starting out or have been in business for years, *The Everything Human Resource Management Book* is your perfect HR assistant.

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