



## The Employer's Legal Handbook, Fifth Edition

By Delo, Amy (Editor)

Nolo Press, 2003. Paperback. Book Condition: New. 5th Edition. Nolo Press 2003 5th Edition New/ Review A bible for small business owners. -- Small Business Opportunities A useful summary of the law as it affects employers in areas ranging from hiring to benefits to workers' compensation. -- Nation's Business To fully understand your rights and responsibilities as an employer, read The Employer's Legal Handbook. -- Working Woman Product Description New laws affect every aspect of being an employer--from interviewing and hiring, to handling employee benefits to firing. The most complete guide to your legal rights and responsibilities, The Employer's Legal Handbook shows you how to comply with the most recent workplace laws and regulations, run a safe and fair workplace and avoid lawsuits. Learn everything you need to know about: \*Hiring: Understand the legal guidelines for hiring employees, writing job descriptions, conducting interviews and investigating applicants. \*Smart personnel practices: What to include in employee personnel files, employee handbooks, performance reviews and references for former employees. \*Employee benefits: Learn the ins and outs of wage and hour laws, retirement plans and health insurance. \*Workplace health and safety: Comply with OSHA requirements, and implement policies on smoking, drugs and alcohol abuse. \*Discrimination: Prevent sexual...



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