

# Human Resource System for Remodelers

Designed for you by:



**This Human Resource System, designed by Tim Faller of Field Training Services, was created for you to effectively manage your field personnel. The system is easy to use, specifies the responsibilities of each person, evaluates them, sets goals and then promotes accordingly.**

**The Human Resource System will enable you to:**

- Establish clear Job Descriptions for each position of employment
- Interview potential employees to determine if they qualify for specific positions
- Evaluate potential employees with written and skills tests to determine if they qualify for the applied position
- Use the evaluations to hire into the position that best fits their skills
- Provide training to new employees before they go out in the field
- Set appropriate pay ranges for each position in the company
- Set goals for the employee to achieve in order to objectively earn a pay increase within a position or to be promoted to a new position
- Evaluate employees using the Job Description as the standard for fair and accurate evaluations
- Provide skills training on the job site
- Place responsibility for learning and increasing earning power on the employee

**The Human Resource System includes:**

- Job Descriptions for five levels of employment
  - Entry level
  - Carpenter I
  - Carpenter II
  - Lead Carpenter
  - Production Manager
- Interview questions for each level
- Training modules for each level before putting them in the field
- Learning goals for advancement
- Field sign off cards for technical skills training
- Written knowledge evaluations.
- Answer keys for each evaluation
- Clear instructions on using the system
- CD with all forms for easy printing

**Available for shipping immediately**

**Cost: \$699.00 (Money back guarantee within thirty days if not satisfied)**

**To reserve your copy complete the attached order form and return with payment.**

**Call now for more Information Field Training Services 401-348-9698 or Email at [tfaller@att.net](mailto:tfaller@att.net)**

# Human Resource System Order Form

Field Training Services  
10 Hillview Drive  
Westerly, RI 02891

Name of Company \_\_\_\_\_

Owners Name \_\_\_\_\_

Address \_\_\_\_\_  
(Street)

Address \_\_\_\_\_  
(City or Town) (State) (Zip Code)

Phone Number \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Company Web Page \_\_\_\_\_

Shipping Address if Different:

\_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City or Town) (State) (State)

Amount Enclosed \_\_\_\_\_ (\$699.00 per copy)