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This seminar is especially designed to help non-H.R. managers know how to comply with the law while still meeting business objectives. The importance of developing communication and leadership skills is also emphasized.





- · Log on remotely through Google Meet
- Interact with a LIVE instructor
- Ask questions
- Participants need an Internet (Computer, Tablet, or Smartphone) equipped with speakers, camera and mic.



May 7th, 2020

Published Price: \$160

Qualified companies pay: \$80

Includes a 90-page PDF manual



9:00 am - Noon

**Instructor:** Jonathan Driggs is an Employment Law Attorney with over 25 years of experience including three years with the Utah Labor Commission



## **Virtual/Online - Instructor**

You participate via: **Smartphone** or **Computer** equipped with a Mic & Camera



## **To Register Contact:**

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## Some key legal issues covered by ELMS:

Each participant receives a reader-friendly PDF **90-page seminar manual** containing detailed summaries of the laws applicable to managing employees. **(emailed before class)** 

- Complying with wage and hour laws (overtime, etc.)
- How to prevent and/or respond to sexual harassment
- Managing high-risk employees in an effective and legal manner
- How to conduct effective job interviews that are legally compliant
- How to discipline and/or terminate a problem employee fairly and legally
- Accommodating disabled employees under Americans with Disabilities Act
- Manage employees who are taking leave under the Family and Medical Leave Act