



ABOUT SEAY MANAGEMENT CONSULTANTS, INC.

Seay Management Consultants, Inc. is a Human Resources Management Consulting firm that has been in operation since 1966, headquartered in Orlando, Florida, with over 300 clients throughout the United States.

Due to the numerous regulations in the United States, as well as the various agencies that regulate them, it is becoming increasingly difficult for companies to keep up to date and in compliance. In addition, changes are constantly occurring which management needs to be aware – particularly concerning day-to-day employment decisions – with respect to policy.

Through our consulting services, our approach is to eliminate potentially troublesome areas of difficulty and streamline Human Resources Management policy, procedure, and administration.

This provides you and your staff with the peace of mind of knowing that you are up to date and in compliance with all regulations and that you have someone to call when you have questions.

Email: admin@seay.us
Toll Free: 888-245-6272

It is our goal to:

1. Help ensure that your business is in compliance with all of the state and federal employment regulations and guidelines which affect your company and your employees;
2. Help eliminate your financial exposure in these areas; and
3. Develop the policies and systems which will help you employ and maintain a satisfied, happy and productive work force.

Seay Management provides Human Resources Management and Labor Relations consulting services. Seay Management does not provide legal advice and does not engage in the practice of law. If you need an attorney, we'll be glad to recommend one to you.

Our Human Resources Management Services

- Telephone and email advice, guidance and direction.
- Employee Handbook reviews.
- Employee Handbook creation and revision.
- Developing and implementing Affirmative Action Plans, (when required by federal regulations).
- Managing OFCCP Affirmative Action Audits.
- Compliance with employment regulations that cover your organization.
- Equal Employment Opportunity advice, analysis policy and recommendations.
- Resolving discrimination charges or claims of unfair treatment.
- Human resources management audits.
- Wage and hour analysis, advice and recommendations.
- Employee opinion surveys
- Management development and supervisory training.
- Compensation management and salary administration programs.
- Performance appraisal forms and systems.
- Developing and writing job descriptions.
- ADA advice and recommendations.
- Recommendations for handling employee matters such as discipline and dismissal.
- Resolving employee problems and conflicts.
- Prevention and resolution of sexual harassment and other sensitive work issues.
- Guidance in wage and hour and Department of Labor investigations.
- Assistance in executive and management search efforts by recruiting, screening and interviewing prospective candidates.
- Conference presentations.
- Other specialized management services.

*Special Projects are offered at a reduced hourly rate for retainer clients.



Please contact us with any of your HR needs ▶ ▶ ▶ Website: www.seay.us