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Titolo	The complete hiring and firing handbook [[electronic resource]] : every manager's guide to working with employees legally / / by Charles H. Fleischer
Pubbl/distr/stampa	Naperville, Ill., : Sphinx Publishing, 2005
ISBN	1-4022-3283-7 1-281-82481-X 9786611824815 1-4237-1942-5
Edizione	[1st ed.]
Descrizione fisica	1 online resource (306 p.)
Disciplina	658.3/11
Soggetti	Personnel management Employee selection Employees - Dismissal of
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Bibliographic Level Mode of Issuance: Monograph
Nota di bibliografia	Includes bibliographical references and index.
Nota di contenuto	Introduction -- To hire or not to hire -- Eligibility for employment -- Discrimination -- Specific types of discrimination -- Procedures and remedies for discrimination -- Job description -- Recruiting -- Resumes and resumes fraud -- Applications -- Interviews -- Controls of employment -- Noncomplete and other agreements -- Requirements applicable to new employees -- Firing -- The decision-making process -- Voluntary and involuntary termination -- Layoffs -- Protected status -- Retaliation -- Strikes and concerted activities -- Wrongful discharge -- The firing process -- Final pay and continued benefits -- Severance packages and releases -- References -- Enforcing restrictive covenants -- unemployment insurance -- Conclusion.