



**Providing businesses
with comprehensive solutions to their
unique human resources challenges**

Call us at 855-828-2229

Is Your Organization in Compliance with Local, State, and Federal Employment Laws?

It's difficult to keep up with rapidly changing employment laws while trying to run a business. Yet mistakes are costly and can damage your company's name and reputation. TPS Group HR Services takes those worries away. Our experienced team provides HR expertise in all functional areas. We partner with you to evaluate your needs and develop the best solutions for your unique HR challenges. We can also assist you during times of organizational change.

TPS Group offers the following broad spectrum
of Human Resources (HR) services:

- **Infrastructure development:** Job development, staff reorganization, cost containment, and turnover management.
- **Policies:** Development of policies and procedures, employee handbooks, and employee relations.
- **Hiring & Recruiting:** Ad placement, applicant assessments, recruiting, interviewing, hiring, and onboarding.
- **Coaching, development, and training workshops** on leadership, cultural assessments, harassment, ethics, performance management, and other customized training
- **HR staffing** including interim support when an HR staff member leaves, or ongoing support if you do not have an HR professional. We can help recruit, hire, and train HR staff.
- **Benefit Administration:** administrative support for benefit renewals and rollouts.
- **HR Department Start-up:** on-site or off-site or a combination to best meet your needs
- **HR Audits:** Comprehensive review of your current policies and practices that help you identify strengths and weaknesses.

***We have extensive experience with
for-profit and nonprofit organizations
and across multiple industry sectors***



TPS Group Business Solutions

TPS Group is a family of companies providing a variety of products and service in the areas of Retirement Planning and Plan Management, Payroll, Human Resources and Benefits. For more than fifty years, businesses large and small have relied on TPS for creative business solutions.

Our Services:



**Human Resources
Consulting**



**Payright Workforce
Solutions**



**Retirement Plan
Administration
And Consulting**



**TPS Group
Medical & Benefits
Administration**

Contact Us

TPS Group

Tel: (203) 234-2229 www.tpsgroup.com Fax: (203) 234-8369
HR@tpsgroup.com

127 Washington Avenue, W. Wing, North Haven, CT 06473

The Pension Service
468 Great Road
Acton, MA 01720
Tel: (978) 369-2318
Fax: (978) 379-8481

TPSI
270 Northpointe Pkwy., Suite 10
Amherst, NY 14228
Tel: (716) 839-9405
Fax: (716) 839-9713

The Pension Service
869 Main St. Suite 400
Westbrook, ME 04092
Tel: (207) 854-1304
Fax: (207) 854-1305