

Boost Workforce Productivity with a PEO

Ideally, most companies aim for 100% productivity across their organization. So how can you leverage an outside resource to increase your productivity?

If you, or any of your staff, are spending time and effort on employer-related compliance or administration — by definition, you are wasting productivity. Imagine a company where 100% of your employees are engaged in profitable, productive activities!

With Alliance Group, we make that possible. Through our comprehensive human resources, employee benefits, payroll, and risk management service offerings, our team of industry experts can provide you the tools, resources, and expertise to improve and capitalize on your productivity across the board.

Human Resources	
HR Training and Education	✓
Employee Record Management	✓
Written Job Descriptions	✓
Employee Handbook Maintenance	✓
Pay Rate Determination	✗
Work Scheduling	✗
Hire, Train, Discipline	✗

Risk Management	
Annual Workers' Compensation Audit with Carrier	✓
Handling Medical Bills	✓
Claims Investigation and Management	✓
Reporting Inquiries to the Carrier	✓
Create Safety Manual	✓
Monitoring Updates to Labor Law Posters	✓
Posting Updates to Labor Law Posters	✗

Employee Benefits	
Form 5500 Filing	✓
Census Collection and Maintenance	✓
401(k) Administration	✓
Section 125 Plan, FLEX Plan	✓
COBRA Administration	✓
Inquiries and Claims	✓
Selecting Healthcare Plan(s)	✗

Payroll	
Annual W-2 Generation	✓
Garnishments Processing	✓
Federal and State Tax Returns	✓
Federal and State Tax Payments	✓
Write Checks, Reconcile Accounts	✓
Compute Pay, Withholding	✓
Report Hours	✗

Ready to start checking things off your daily to-do list?
Call Alliance Group today at **(402) 344-7700** or email **admin@alliance-peo.com**.