



HIGHLAND Human Resources Support

Highland offers Administrative Services Organization (ASO) services to. ASO services can best be described as a truly outsourced Payroll and HR department for your business that utilizes your company's tax id numbers. We can manage it all for you; HR Solutions, Payroll Services, Forms, Compliance, Pension Administration, Benefit Auditing and Payment Remittance, Workers' Compensation Reporting, Payment and audits.

With our extensive experience in Administrative Services Organization (ASO) we have leveraged our acquired skill sets to offer our clients nothing but world-class ASO services.

Highland ASO services allows your business to focus on your strengths and not worry about the ever changing landscape of human resources and payroll regulations.

Highland Human Resources Support offers a menu of services for you to choose from. These services are offered as either hourly or flat rates depending on the item.

- * Comprehensive HR Audit
- * Employee Handbook Review and update
- * Current Forms Review and update
- * Day to Day Assistance
- * Employee Benefits Management
- * Third Party Billing (Employee Benefits)
- * Hiring and Termination Assistance
- * Employee/Labor Relations
- * State and Federal Law Compliance
- * Training