

# THE 10 DEADLY HR MISTAKES



## OVER-FAMILIARITY

By far the most frequent complaint about in-house HRMs from employers and employees is their over-familiarity with the staff they manage.



## THE WRONG LANGUAGE

Speaking HR is a skill. Understanding the role, its terminology, relevant or necessary processes, and how each process can be communicated.



## NOT TRUSTING INSTINCT

We have found an HRM's opinion and feelings are often totally different to the conclusion reached. If it feels wrong, don't ignore it.



## OVERUSE OF PROCESSES

In the course of their career, depending upon the industry, HRMs tend not to deal with serious or complex issues.



## INCONSISTENCY

Another major, and often unrecognised, mistake made by many HRMs is lack of consistency. Inconsistency can be fatal to a process.



## DRAFTING INEXPERIENCE

Drafting is a difficult skill for any HRM to master. Without a volume of drafting needs, many HRMs don't gain the necessary experience.



## FAILURE TO GET HELP

When someone is out of their depth and needing to take a breath there is nothing wrong with asking for help. It's a sign of strength.



## "NO TIME TO..."

It sounds simple, but HR tasks must be done on point and in a timely manner. In HR, time is always of the essence.



## HR FILE MANAGEMENT

Not having the correct personnel details, wage details or holiday records in place or filed in a timely manner is a disaster waiting to happen.

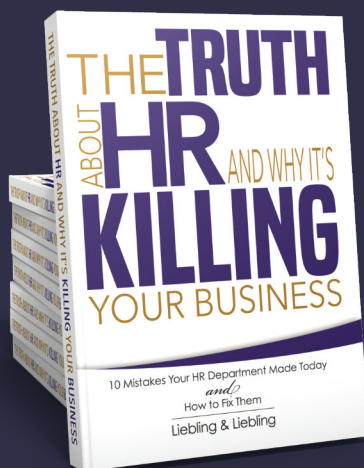


## MAKING THINGS WORSE

HRMs can be referred to as the HR police. Correspondingly, their roles are to sort the good from the bad and punish those who misbehave whilst supporting those who need help.



## So, what's the solution?



## THE TRUTH ABOUT HR *and Why it's Killing Your Business*

explains how HR issues can be addressed to keep you in control of the decision-making process and provide the business results you need.

360 pages of analyses, observations, and case studies explore the madness, mistakes and mayhem in traditional HR. *The Truth About HR and Why It's Killing Your Business* explains how to avoid the 10 Deadly HR Mistakes and move your organisation to a People, Accountability and Communications model that will streamline and improve your HR processes and make your business (or charity) more efficient and profitable.

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