



A TEAM OF

HR PROFESSIONALS

ON YOUR STAFF, BUT NOT ON YOUR PAYROLL



You Didn't Start a Business to be an Employment Expert. We Did.

Employees can make or break a business. Managing and motivating them is more complex today than ever before. With new legislation and ever changing employment laws, with just one employee, a business owner faces a legal minefield every day.

Many small and medium size companies delegate employment and HR matters to operations personnel who may not have the specialized knowledge necessary to navigate complex employment issues properly, legally, and in compliance with labor regulations. Growing companies may not have the budget or the need for a full-time HR administrator, which is why Champion Employer Services is the perfect solution for this complex challenge.



MY BUSINESS JUST GOT EASIER

1.

"Champion takes care of all the stuff I hate to do that has nothing to do with making money. When I need something done that has to do with my employees, I just call them and it's done! I think every business will operate this way in the future once they know how it works. It saves time, money and a whole lot of frustration."

- President, PrepSports of America

2.

"When I opened up my new business and started hiring employees, my accountant told me to call Champion, and I did. It was like plug and play, everything was set up from day one."

- President, Satellite Delivery, LLC

3.

"My employees couldn't believe that I was giving them something for free. With Champion, they were able to put money away tax free into a 401 k and enroll in a healthcare insurance plan. Next year we may add an Employee Assistance Plan too. It's like flipping a switch and its done."

- Owner of Decker Construction, Inc

Human Resource Compliance

Proactive expertise at your fingertips

- Develop company policies and consultative assistance with human resource compliance issues
- Prepare, provide and update customized employee handbooks, the rules of your workplace
- Provide human resource training, assistance and conflict resolution
- Compliant Federal and State required posters, manage unemployment claims and hearings
- Customized employment documents, pre-hire through separation, compliant personnel file models
- Advise and support the termination process and provide compliant final documentation

Business Insurance and Risk Management

Aggressive risk management to protect your business

- Provide statutory Workers' Compensation Insurance coverage for all eligible employees
- Pay all Workers Compensation premiums (deposits are separate)
- Interface with insurance carrier for claims management and claims investigation
- Provide safety compliance materials, expertise and assistance
- Provide policy audit consultation. records and assistance. Manage audits off-site

Payroll and Payroll Tax Administration

Simple and customized to fit your needs

- Prepare paychecks and associated reports and registers
- Deliver paychecks via direct deposit or courier according to your pay schedule and preferences.
- Deposit and file all payroll taxes and quarterly/annual reports, W-2/1099 and year end requirements
- Administer and pay all employee garnishments and employee benefit premiums
- Job Costing/Prevailing Wage, labor distribution, workers comp detailed reporting
- Give employees secure access to their own pay information, check stubs and W-2's

Employee Benefits with Plan Options

Professional, flexible employee benefit system

- Provide and administer multiple health benefit options, enrollment, eligibility, open enrollment
- Provide and administer employee retirement 401(k) plans (included for all)
- Provide and administer voluntary benefit programs, accident, specific illness, hospital supplement
- Plan Summaries, Selected plan pricing, dependent additions, Cafeteria-125 pre-tax plan
- Monitor and administer COBRA compliance for separated employees

The Champion Advantage

Champion Employer Services offers practical solutions to the increasing costs, complexity and liability associated with managing employees. We offer unlimited access to a team of employment specialists who provide expert guidance in the areas of payroll tax administration, human resources, government compliance, employee benefits, risk management and management training.

Our Mission

Champion's mission is to remove the uncertainty, headaches, and confusion associated with managing payroll and tax administration, employee benefits, unemployment insurance, government compliance, terminations and workers compensation claims and audits. Champion works to protect your business by providing a layer of security between your business and the potential risks associated with managing employees.



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