



EMPLOYING OVERSEAS STAFF

This fast paced half-day course is for Managers and Business Owners who wish to employ overseas staff as part of their recruitment strategy

Opportunities to engage an increasingly flexible workforce that bring new skills and enthusiasm are appealing for many business leaders. But what is involved and how do you follow the rules?

Aims -

- To describe how to ensure rules and regulations are followed with regard to employing overseas staff.

Objectives -

- To demonstrate an awareness of the legal implications and HR processes involved in employing overseas staff
- To conduct recruitment practices that are fair and reasonable
- To stress the importance of keeping accurate records
- To explore the opportunities and challenges of managing a more diverse workforce

Content -

- What is your Company's procedure and policy?
- The legal implications, e.g. rules and permits
- Asylum and Immigration Act
- Employing European Nationals
- Penalties for employing people illegally
- Accommodating cultural differences
- The role of the Home Office and the Immigration and Nationality Directorate
- Questions and answers session

Workshop ethos and comfort factors ☺

- The session will start and finish on time with the appropriate comfort breaks.
- Delegates should wear comfortable casual attire.
- All delegates should come prepared to take part in the activities and be assured that their contribution will be valued.
- Refreshments will be provided.

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