

Employee Opinion Survey Deliverables

50 item response form
"Concerns" comments section
Concise introduction
Confidential and/or ID coded response
Easy "circle-to-fill-in" response form
English-French Creole-Spanish formats
Factor analysis at additional fee
Fax response capability
Industry norms comparison
Instructions with sample
Internal or external distribution
Internal or external scoring capability
Internet response capability
Mail-in response capability
One page, front-back response sheet
Phone response capability
Statistics-appropriate ratings
Summary report in English
Executive summary with Q&As
Six item rating scale
Factors evaluated
Benefits
Communications
Company/Management
Job security
Opportunity for advancement
Pay
Social aspects of job
Supervision
Work itself
Working conditions
Additional items may be added

Additional and expanded
HR services are tailored
for specific client needs

PHRST
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Employee Opinion Survey



PHRST offers *a la carte* human
resource management through select
Professional Human Resource
Service Teams

Employee Opinion Survey

What Is Needed

Attracting, retaining and motivating the best and most qualified personnel requires knowing precisely what is in the hearts and minds of employees. PHRST's survey efficiently and objectively renders a precise picture as well as helpful recommendations for each item evaluated.



State-of-the-Art

We provide the planning, preparation, assistance, and know-how to conduct, analyze and report on survey input. We work closely with management to develop a response to the survey results which is easy to understand, easy to manage and easy to update. Our carefully developed and evaluated survey is easy to complete because of its length, valuable because of the information revealed and understood because of the tool's simplicity. It is valid, reliable and meets legal and regulatory requirements.



Knowledge, Skill & Ability

Our survey team is staffed by human resource professionals and led by certified senior professionals in HR management. We combine a thorough understanding of survey practices, results reporting and professional standards with technical expertise to deliver valuable workgroup information and suggestions in a final format which are easily understandable and ready to apply.

When, Where & For How Much

Project completion requires approximately 15 workdays, much based upon client administration scheduling. Depending on client need, our professionals work at client locations, designated sites, or PHRST offices. The basic service fee is \$8,000, comprising a \$5,000 initiation fee and a \$3,000 final charge. Expenses are documented and billed at-cost to clients. At an additional preferred client fee, guidance and service are available around the clock in person, via phone/video conference, by fax and via the Internet.

About PHRST

Strategic Human Resource Management

PHRST stands for **P**rofessional **H**uman **R**esource **S**ervice **T**eams. Our service model enables us to provide you with HR experts in all 7 areas of HR:

- Employment Practices
- Management Practices
- Health, Safety & Security
- Compensation & Benefits
- Employee & Labor Relations
- Human Resource Development
- Staffing/Recruitment Practices

PHRST works with clients on an a la carte basis across industries, around the world, for profit or not and regardless of organization size. We service public, private, and government entities, and we are effective at all organization levels. Our approach is client-centered, worksite interaction, where we provide user-friendly, practical approaches intended for prompt and effective implementation. We work 24/7 to meet client needs. Our value and success are built upon best practice insight, sound experience, education and hands-on know-how. Organizations count on **PHRST** for knowledge, skill, ability, ethics and integrity.