



## PRODUCTS AND SERVICES

**We build your business by helping you leverage your greatest asset...your people. Hiring them. Motivating them. Training them. Retaining them.**

*Click on the links below to read more about our extensive services.*

### **Wine Industry Recruiting**

*Crafting Ultra-Premium Placements Since 1987*

The Personnel Perspective has successfully placed talented, highly qualified individuals with our Wine Industry clients for over 20 years. With our strong industry roots we have developed not only an extraordinary database of high caliber candidates but also an extensive referral network of industry professionals which we utilize during every search process.

### **Training Solutions**

You can take your company's success to an entirely new level by providing both management training for your staff and focused individualized coaching to key leaders. We provide these services to develop your employees so that they can achieve your business goals.

Your goals, culture, and needs are unique. We understand that, and provide training programs customized specifically for you. Our training approach is low on theory and high on practical application. That means you can look forward to training events that are engaging and highly interactive, with an emphasis on participant involvement and experiential learning. To ensure success, we employ case studies, management models, small discussion groups, and role playing. We also create action plans to insure retention of learning and transition of skills in the workplace.

Our programs include Management and Leadership Training, Supervisory Training, Employee Training and Individual Coaching. Many are provided in Spanish as well.

### **Trainings include:**

- **Supervisory Skills**
- **Management Skills**
- **Leadership Development**
- **Legal Issues in Management**
- **Prevention of Harassment in the Workplace**
- **Performance Management and Evaluation**
- **Progressive Discipline and Documentation**
- **Managing the Difficult Employee**
- **Communication**

- **Change Management**
- **Conflict Resolution**
- **Team Building**
- **Promoting a Positive Workplace**
- **Behavioral Interviewing**
- **Customer Service**
- **Time Management**
- **Meeting Facilitation**
- **Supporting a Bicultural Work Environment**

## **HR Strategic Consulting**

To maximize your success, your current systems and procedures need to be aligned with the achievement of your business objectives. Using our facilitated strategic planning, you can clarify and prioritize your critical issues, and develop a clear and concise plan to achieve your objectives. If you need on-call HR resources for addressing compliance, employment and management related issues, we can help. We custom design and implement HR solutions, programs, and procedures to solve your unique concerns.

## **Strategic Planning**

Using facilitated strategic planning, you can clarify and prioritize your critical issues, and develop a clear and concise plan to achieve your objectives. Our trained facilitators will help you develop your plan, plus we can help you leverage the critical interdependent roles that Operations/Production, Human Resources, Sales/Marketing, and Finance play in the success of your organization.

## **Organizational Design and Structure**

To maximize your success, your current systems and procedures need to be aligned with the achievement of your business objectives. We can help you make sure the two match up. We then work with you to design an infrastructure uniquely suited to reaching your goals, and assist your management team to enhance their effectiveness within the new structure.

### **Other Services Include:**

- **Compensation, Incentive & Bonus Plan Design**
- **Performance Management & 360 Review**
- **HR Compliance Reviews**
- **Employee Handbooks & Key Policy Development**
- **Outplacement & Career Counseling**
- **Retreat Facilitation**
- **Conflict Resolution**
- **Mediation**
- **Employee Opinion Surveys**