



# ADP® payroll and a whole lot more for your small business needs!



80%

of employers who post a job on ZipRecruiter get a quality candidate through the site within 24 hours<sup>1</sup>

You may have known about ADP for our payroll services but did you know about our integrated HR and benefit offerings that were designed to help you manage and grow your business and workforce? Check out some of the offerings below and talk to an ADP Representative to find out how you can implement these solutions with your business.

## HR tools to help you manage and attract top talent

- **ZipRecruiter®** – ZipRecruiter, now included with RUN Powered by ADP®, distributes your job post to over 100 of the web's leading job boards. Then ZipRecruiter's smart matching technology finds the right candidates and alerts them to apply.
- **Employee Handbook Wizard** – With RUN's Employee Handbook Wizard, you can create a customized, comprehensive and professional quality employee handbook based on federal and state employment law in just a few simple steps.
- **ADP® Employment Verification** – Helps you respond to employment and income verification requests when your employees apply for loans, lines of credit, or government benefits, freeing up time for you.
- **Trainings** – Participate in courses on Sexual and Work-place Harassment, HR Recordkeeping, Sales and more.
- **HR HelpDesk** – Have an HR question about an employee or a situation in your business? Give ADP's HR professionals a call—the HR HelpDesk is a one-stop-shop to receive HR bestpractice information.
- **Discount Programs** – Get discounts on nationally recognized, brand-name products and local retailers.
- **Work-Life EAP Program** – Your employees can get the support they need, with access to counseling sessions, legal and financial referrals and consultations and more.
- **Legal Assistance from Legal Shield\*** – Access prepaid legal services from LegalShield, including advice and consultation on items like contract review, debt collection, employment matters, and more.
- **Upnetic** – Now included in HR Pro, take the guesswork out of growing your business with customized advice from Upnetic's business advisors plus web optimization services and marketing tools.

## Benefits and retirement options to help you retain top talent

Keep top performers in your workforce happy, engaged and productive with:

- **Retirement Services<sup>^</sup>** – Help employees on the road to retirement readiness with retirement programs, such as a 401(k), SIMPLE IRA or SEP IRA. A valuable retirement plan also helps you recruit and keep your top talent.



70%

of employees report 401(k) or other retirement plan is a "must have" benefit.<sup>2</sup>



**ADP**  
Always Designing  
for People™