



Administrative Services Outsourcing

North Florida Payroll Services provides the full suite of services you would expect from an Administrative Services Organization from payroll to human resources management and everything in between!

We provide you with an outsourced/offsite payroll department and HR department:

- We perform full payroll and employee data setup
- We provide you with a dedicated payroll specialist
- We provide you with a dedicated HR specialist
- We provide you with access to self-service solutions and data

Employers who have a need to go beyond a self-service solution for HR support can turn to our HR On-Demand solution to obtain the answer and advice they need. This solution guarantees a 24-hour response time to your HR questions.

- You have access to experienced and certified HR consultants by phone or email
- HR consultants work with employer to design customized forms, letters, handbooks, and job descriptions
- Professional consultation provided on employee relationship issues and concerns

[Access our HR Support Center](#)

While most HR issues can be handled with remote services, our most discerning clients may also need a live person to successfully address their issues. We also provide you with an "HR Live" solution which brings the certified HR specialist to your business. Here are the benefits:

- Perform HR site visits and meet with the employer or manager
- Direct HR advisor to address issues
- On-site Developmental Training and Worksite Safety Programs
- Assistance with recruiting and candidate screening
- Performance of Management reviews and Employee Relations consulting
- Independent harassment and claims investigation
- FMLA, COBRA, State Continuation administration
- Give employees access to Employee Assistance Program
- Give managers and employees access to professional HR service

For more information please call us at 850-224-2439