

## Making HR Work For You

Having the right **HR infrastructure** in place is essential for any business, in particular for those who have ambitions to grow.

- ✓ We deliver a range of innovative Human Resources solutions from coaching to resourcing, employee relations through to HR audits and training.
  - ✓ We offer packages or tailored solutions dependent on your needs.
  - ✓ We have a strong ethos of partnership and collaborative working to understand the individual needs of a business (big or small) building HR strategies which work for you.
  - ✓ We have over 30 years' experience across the public and private sector and have worked with clients such as HSBC, NHS Trusts and G4S.
  - ✓ We are calm and trusted advisors with a proven track record of delivering innovative HR solutions.
  - ✓ Whether a smaller-medium size business or larger corporation, we're able to help in all areas of your **people, policies and planning** developing real partnerships that contribute to your business' ongoing success.
- ✓ We are Training Delivery experts - offering bespoke one-off workshops or entire programmes designed to meet your training needs.

“SYLO Associates provided much needed help and expertise when they supported us on a recent project. They provided up to date knowledge as well as a strategic overview. We feel confident in their abilities to help us build a sustainable future for our business and solid foundation for our people development.”

*Director, Darkside Animation*



*SYLO Associates live by our reputation. We aim to make HR work for you, delivering sustainable value, today, tomorrow and always.*

## SERVICES

**Resourcing** – From analysis to delivery we provide expert advice on resourcing and recruitment activity. End to end process reviews and candidate sourcing options.

**Organisational Development** – We create or develop existing HR infrastructures identifying key role accountabilities. We facilitate business planning sessions for future growth. We are proud of our approach to deliver sustainable organisational development.

**Learning & Development** – We enable human resource and employee development, workplace training, learning interventions and apprenticeships.

**Employee Relations** – We increase employee engagement and create greater employee awareness of The Brand. We deal with issues arising from conflict including mediation, trade union recognition and negotiation, collective bargaining and whistleblowing.

**Policies & Procedures** – We provide impartial advice based on extensive experience of employment practices, leave administration, job performance, appraisals, workplace expectations and conduct.

**Organisational Change** – We focus on enabling individuals, teams and organisations to efficiently see through changes in management or structure.

**Advanced Psychometric Testing** – We research, identify and deliver appropriate psychometric testing for specific roles to assess candidates' competence in the skills and behaviours that are needed for a proposed job.

**Coaching & Mentoring** – We use both coaching and mentoring processes to enable both individual and corporate clients to achieve their full potential.

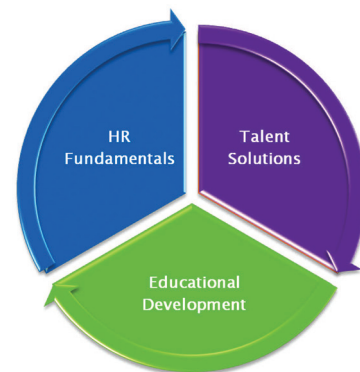
**Training Delivery** – We develop a systematic and effective approach to preparing, designing and delivering quality learning, development and training interventions. Our bespoke courses provide the knowledge and practical skills to deliver development initiatives using blended learning, e-learning and other methods.

## OUR PRODUCTS

**HR Fundamentals** - is a range of products and services aimed at busy SME's ensuring they meet the vital levels of HR compliance.

**Talent Solutions** - is about supporting your business today, tomorrow and always; harnessing the skills of your current "talent" and developing the skills required as your business changes.

**Educational Development** - means we work with School Leaders to ensure they have the skills, infrastructure and training in place to drive the performance of their organisation; from creating bespoke competency frameworks (using our SAAF model) to students participating in the Skills4Employability™ programme.



### Values

CALM

TRUST

PROACTIVE

COLLABORATIVE

CLARITY

### Behaviours

Supportive, empathetic and personal; confident in our ability, skills and knowledge

Discreet and reliable; respecting sensitive information

Thinking ahead; anticipating customer requirements

Listening and understanding your needs; challenging assumptions; working in a partnering relationship

Using plain English, no jargon; being clear about expectations

To find out more, contact us at:

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You can also follow us on:

