

Finding and Keeping Good Employees



If your business depends on employees, you already know the challenges that HR management brings to a business, however small. Here are a few tips for finding and keeping employees:

1. **Spend time defining (or refining) your recruiting procedures.** It is expensive to hire and train new employees, so be deliberate about the hiring process and make sure to check references.
2. **Cut your losses with bad employees.** While it can be costly to replace a bad hire, it can be even more costly to keep one. Bad employees affect your business reputation, employee morale and customer satisfaction levels.
3. **Training is crucial.** Make sure new employees know how to do the job, how and when to ask for help, and what is expected of them.
4. **Encourage 2-way communication.** Know what is going on in your business and let your employees know as well. Ask for input, and offer opportunities to grow and improve.
5. **Trust and enable your team.** You hired them because you believed they were talented, so let them do their job. Create reporting mechanisms that will give you the information you need to know that results are being achieved. Be willing to allow for different work styles as long as the job is getting done. Don't do the job for them and don't micromanage your employees.
6. **Make performance evaluations meaningful, specific and regular.**

For additional reading, check out some of the following blogs and articles for more help in recruiting and retaining employees:

[Calculating the Cost of Employee Turnover - part 1](#)

[Calculating the Cost of Employee Turnover - part 2](#)

[Fistful of Talent HR Blog](#) - search the category list on home page (lower right side) for topics of interest.

[Hiring the Right Employees](#)

[3 Perks that Work in Lieu of Raises](#) (free content, registration required)

[Cheap Ways to Motivate Your Team](#) (free content, registration required)