

Workplace Advisory Services



We all know that when it comes to managing staffing matters and industrial relations compliance, it can become complex and time consuming very quickly.

Business Chamber Queensland's Workplace Advisory Service team can assist you to navigate your way through the many employment considerations that you need to be across. As a Business Chamber Queensland member, you can access timely, accurate and practical advice and assistance.

You can call a team member for advice on:

- Recruiting the right way
- Legislative entitlements interpretation
- Documenting the employment arrangements
- Workers' compensation
- Human resources matters
- Advice on complaints/grievance handling
- Terms and conditions of employment
- Salary/rates of pay information
- Performance management best practice
- Termination of employment advice
- Employment compliance requirements

And more!

Contact the Workplace Advisory Services team:

☎ 1300 731 988

✉ advice@businesschamberqld.com.au



For more tricky staffing matters, the team will provide you with more detailed advice and assistance. A competitive hourly rate of \$250 per hour (GST inclusive) applies for:

- Fair Work Commission representation in the following types of claims:
 - Unfair dismissals
 - General protections
 - Stop bullying
 - Stop sexual harassment
 - Disputes
- Workplace investigations
- Return to work plan drafting
- Drafting bespoke employment contracts
- Representation for discrimination and sexual harassment claims before the:
 - Australian Human Rights Commission
 - Queensland Human Rights Commission
 - Queensland Industrial Relations Commission
- Assistance with claims before the Fair Work Ombudsman
- Policy and procedure reviews

Membership Options

Business Essentials.

\$900 Annually*

- Unlimited advice from the Workplace Advisory Services team (HR Helpline)

Business Evolve.

\$2,988 Annually*

- Unlimited advice from the Workplace Advisory Services team (HR Helpline)
- HR Health Check audit to assist you with ongoing compliance
- Access to Business Chamber Queensland's templates, policies & checklists