

# YOURHR2017

| YOURHR Seminar   | Speaker  | Date & Venue  |
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| <b>Recruitment &amp; Retention:</b> <ul style="list-style-type: none"> <li>• Process for the appointment of Researchers and ensuring their access to payroll.</li> <li>• Writing accurate job descriptions and attracting the best candidates.</li> <li>• Employment permits and hosting agreements for Researchers</li> </ul> | <b>Recruitment:</b><br>Laura Roe,<br>Talent Acquisition<br>Manager                           | 20 <sup>th</sup> April 2017<br>10:30 – 13:00<br>TBSI Knowledge Exchange Room<br>(152-160 Pearse Street, Dublin 2)<br><a href="https://yourhr-recruitmentandretention.eventbrite.ie">https://yourhr-recruitmentandretention.eventbrite.ie</a>                    |
| <b>Induction and Probation:</b> <ul style="list-style-type: none"> <li>• The Managers Role in Managing Performance</li> </ul>  | <b>Staff Performance &amp; Review:</b><br>Fidelma Haffey,<br>Performance & Review<br>Manager | 4 <sup>th</sup> May 2017<br>11:00 – 13:00<br>Staff Development Room, (3 <sup>rd</sup> Floor, House 4)<br><a href="https://yourhr-inductionandprobation.eventbrite.ie">https://yourhr-inductionandprobation.eventbrite.ie</a>                                    |
| <b>Managing Absenteeism &amp; Sick Leave</b>   | <b>Employee Relations:</b><br>Mary Leahy,<br>Team Leader                                     | 24 <sup>th</sup> May, 2017<br>14:00 – 16:00<br>Staff Development Room, (3 <sup>rd</sup> Floor, House 4)<br><a href="https://yourhr-absenteeismandsickleave.eventbrite.ie">https://yourhr-absenteeismandsickleave.eventbrite.ie</a>                              |
| <b>Contract Expiration, Redundancy and Terminating Employment</b>  | <b>Employee Relations:</b><br>Mary Leahy,<br>Team Leader                                     | 6 <sup>th</sup> June 2017<br>14:00 – 16:30<br>Staff Development Room, (3 <sup>rd</sup> Floor, House 4)<br><a href="https://yourhr-contractexpiryredundancyandtermination.eventbrite.ie">https://yourhr-contractexpiryredundancyandtermination.eventbrite.ie</a> |

