

Tricks to Staffing Your Business to Replace Yourself

By Adam Lackner

Un



Guiding in Alaska for Dall Sheep



Son Triston



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Presentation Overview & Purpose

- Discuss How To Staff Your Business
 - Recruiting Staff
 - Retaining Staff
 - Scheduling

Presentation Overview & Purpose

- Developing A Training Program
 - Writing up standard operating procedures (S.O.P.s)
 - The Power of the Cloud
 - Keeping the Camaraderie

Presentation Overview & Purpose

- Technologies That Help
 - Google Drive
 - Telegram
 - Intuit Payroll



Google Drive



Telegram



Enhanced Payroll

Presentation Overview & Purpose

- When to Subcontract
 - Local subcontracting
 - International subcontracting

“Adam, this is boooring,
tell me how my company
can run without me”



Get Serious Folks, I'm About to Tell You



Recruiting Staff

- Online Staff Recruitment
 - Coolworks
 - Monster
 - Helpwanted.com
 - Website application page
- Newspapers
 - Local
 - University programs



Retaining Staff

- Hire on their conditions
- Work Less/Pay More
- Make Workplace FUN



Staff Retention- Making the Work Place Fun

Chickenshit Bingo



Company Bowling Night

Workplace Fun/Camping Trip



Scheduling

- Automate Rules
 - Switching Days
 - Dedicated Days
 - Change the schedule once/twice a year

Automated Schedule Example 1

	Sunday	Monday	Tuesday	Wed	Thurs	Friday	Saturday
Vehicle 1	Jaclyn	Steve	Steve	Steve	Steve	Jaclyn	Jaclyn
Vehicle 2	Sarah	Sarah	Nick	Nick	Nick	Nick	Nick
Vehicle 3	Megan	Megan	Sammi	Sammi	Monica	Monica	Luke
Vehicle 4	Luke	Luke	Luke	Kenny	Kenny	Kenny	Kenny

Backups: Adam, Kari, Susan

Luke: 307-699-1201 Jaclyn: 208-975-8618 Sammi: 413-869-9234 Kenny: 657-812-3698

Schedule Example 2

Shop Duties Schedule (No Chickenshit Bingo for duties not done)

	Recycle	Trash	Sweep	Resupply	Bathroom	Standby
Jun 1st-Jun 30th	Trevor	Sue	Sammi	Susan	Megan	Kyle
July 1st-July 31st	Jack	Megan	Kyle	Trevor	Chelsea	Neil
Aug 1st-Aug 31st	Susan	Chelsea	Neil	Jack	Sue	Sammi

Developing A Training Program

- Standard Operating Procedures (S.O.P's)
 - Safety Oriented S.O.P.'s
 - Job S.O.P's
 - Sales S.O.P's



Developing A Training Program

- Mold the Training to Your Business
 - Identify what you are doing, build training
 - Train at 120%
 - Hire for a quitting margin
 - Staff will oftentimes kill you if they have no replacement to keep them in check.

The Power of the Cloud

- Use Technologies Like CRM's
 - Communicate instant to the entire team
 - Traffic accidents, forest fires, ahem- speed traps
 - Build schedules, S.O.P's, as living documents you can change in the cloud.

Keeping the Camaraderie

- Staff Meetings w/prizes
- Bounties
- Group Vacation





Technologies To Help With Staff

- Google Drive
- Telegram
- Intuit Payroll



Google Drive



Telegram



Enhanced Payroll

Sub-Contracting is a Form of Staffing

- Instant, competent staff
 - Works GREAT for things your not good at.
 - Can be expensive
 - International business, its a must.

Questions?

Thank You!

