



► **UNBURDEN YOUR ORGANIZATION**

Adams Keegan is unique among providers of managed HR services. In a world of broken promises from SaaS vendors and payroll providers, we commit to providing genuine relief from your administrative burdens.

Our mission is to free your organization to do what's really important to your success – training and developing employees, fostering your culture, and optimizing the customer experience that depends on front line employees.

ADAMSKEEGAN.COM | INFO@ADAMSKEEGAN.COM | 800.621.1308

AK **ADAMS
KEEGAN**

Operate at Maximum Efficiency

Over more than three decades, we have honed a service-first approach that combines vendor consolidation, the most advanced automation and systems integration solutions, and an on-call, proactive partnership with each client. Our customized solutions allow organizations to maximize efficiency – saving time, effort, and cost. **We are committed to being stewards of your organization.**

ADAMS KEEGAN STEWARDSHIP



PAYROLL & TAXES

Payroll and tax administration

Automated PTO system

Integrated time and attendance solutions

Garnishments and deduction management



BENEFITS ADMINISTRATION

Medical and voluntary benefits

401(k) administration and audit

Online enrollment

Benefits administration and reconciliation



HR ADMINISTRATION

Digital onboarding and employee files

E-Verify, EEO-1, and WOTC management

Performance management and training

Unemployment claims management



COMPLIANCE

Employee handbook development

Employee disciplinary management guidance

ACA guidance and reporting

Federal regulations, including COBRA, FMLA, HIPAA, and ADA



RECRUITING

Customize and manage job postings

Applicant tracking

Reference and background checks

Screen and interview applicants

Administer skills-competency testing

Present best candidates

Coach interviewers

Extend offers and complete placements

EFFICENTER® HRIS: BUSINESS SYSTEMS INTEGRATION

Adams Keegan's cloud-based HRIS, Efficenter®, integrates seamlessly with your general ledger, point-of-sale, applicant tracking, and other internal or third-party systems. Data needs to be entered only once, and populates the entire system. The result is one system of record, producing a single set of numbers that tell a consistent, accurate story.

Our Integrated Solutions Provide a Cascade of Benefits

CORPORATE BENEFITS

- Allow HR to focus on strategy and organizational culture
- Reduce employment-related administrative costs
- Establish a single, accurate picture of employee data
- Ensure employer compliance
- Eliminate redundant processes
- Consolidate vendors
- Build your organization to scale
- Streamline acquisitions
- Transform HR from cost center to value center

MANAGER BENEFITS

- Eliminate redundant processes and manual administrative routines
- Ensure accurate employee information across all systems and records
- Gain time for new hire training and employee development
- Focus on culture and customer experience

FRONT LINE EMPLOYEE BENEFITS

- Accurate pay and deductions
- Support for questions about checks, W-2s, benefits, etc.
- Self-service portal for reviewing or updating personal or payroll information
- Digital onboarding and file management
- Better training and more attention from managers, who have been freed of administrative tasks

YOUR CULTURE WILL APPRECIATE OUR CULTURE

Adams Keegan understands the importance of culture to an organization. We believe that a common thread among successful businesses is a culture that reflects employees united in pursuit of a common goal – working as a team to deliver outstanding customer experiences.

Our own culture of service-first stewardship is built on that same principle. We do what we say we'll do from the first day onward, and we'll put your interests first – with integrity, transparency, and personal concern – as a true business partner.

COMPETITORS	ADAMS KEEGAN
✘ Off-the-shelf solutions	✔ Solutions crafted for client needs
✘ Locked into long-term contracts	✔ No long-term contracts required
✘ Hidden or ad hoc charges	✔ No hidden charges
✘ Technology-only solutions	✔ People + technology solutions
✘ Call centers	✔ One point of contact
✘ High employee turnover	✔ Low employee turnover – a dedicated team you get to know
✘ Your staff still required to execute tasks	✔ Our people do these tasks for you
✘ No integration with third-party systems	✔ Systems integration – accurate, time-saving, unified data management
✘ Costly consultants often required to manage system	✔ No system experts needed on staff
✘ Costly system upgrades	✔ Automatic system upgrades at no additional cost

You'll find that the "sales cycle" at Adams Keegan is unlike that of other providers. We begin with a series of conversations to learn more about your business and needs. In fact, our sales cycle could more accurately be called a conversation cycle. We don't feel any urgency to win someone's business until we are absolutely certain that we can change their enterprise for the better.

After all, we're in the service industry, and we know the importance of employee satisfaction. Our culture – critical to providing great service – is something we treasure and nurture, and we're not interested in tormenting our employees with impossible situations. We commit to keeping our promises, so we don't make them lightly. Our goal is to partner with clients with whom we can enjoy a long-term, mutually beneficial relationship.

At heart, we are problem solvers, whose active listening and solution-building have gradually made us the most comprehensive, expert, technologically seamless providers of managed HR services you'll find anywhere.

LET'S TALK. WE'LL ENGAGE YOU AS A PARTNER, NOT A PROSPECT.

WHAT OUR CLIENTS SAY

"Adams Keegan allows us to focus on guest satisfaction. Their HR technology, hospitality experience, and scalable system make us more efficient. They understand ROI and risk management. That makes them a great partner."

**-PRESIDENT, NATIONAL HOTEL
MANAGEMENT OPERATOR**

"Providing great service to both our customers and our employees is the foundation on which our company was built. It was important to us to work with a company that places the same value on service as we do."

**- PRESIDENT, NATIONAL FRANCHISE
RESTAURANT OPERATOR**

"Adams Keegan's payroll and HR solution helped us right-size our internal HR team and increase efficiencies. They also delivered value to our employee benefits offerings by consolidating brokers, streamlining benefit plans, and implementing a sound PPACA compliance strategy."

**-CFO, SOUTHEAST U.S. HOSPICE AND
NURSING HOME OPERATOR**

"Adams Keegan spent time with me to understand exactly what I was looking for in a candidate, from the standpoint of both skills and culture fit, and then helped form it into a job description. They did a great job of identifying candidates, and ultimately finding an ideal fit for our organization."

**- VICE PRESIDENT, SOUTHEASTERN
U.S. CONSULTING FIRM**