

CHECKLIST

Save Time & Money On



- ☐ Recruitment Costs
- ☐ Interviewing Potential Candidates
- ☐ Office Equipment
- ☐ Office Space
- ☐ Office utility i.e Electricity
- ☐ Holiday Pay
- ☐ Holiday Cover
- ☐ Sick Pay
- ☐ Over-time Costs
- ☐ Breaks
- ☐ Idle Time