

Contents



Series Foreword **xi**

Preface **xiii**

- 1** Employment Law from a Manager's Perspective **1**
- 2** Selecting Employees **29**
- 3** Evaluating Employees **57**
- 4** Avoiding Discrimination **83**
- 5** Dealing with Disabilities and Lost Work Time **117**
- 6** Terminating Employees **147**

Notes **175**

The Author **181**

Index **183**