

The business people – an extension to your team

Language services for HR

Support your non-English speaking employees

Increasing labour mobility across Europe and beyond has led to a rise in the number of UK employees for whom English is not their first language.

Business owners can ensure that these employees are a fully engaged and active part of their workforce by providing key documents and policies in their native tongue.

Language services can help with a wide range of needs, from employment contracts to company policies such as those covering health and safety at work. Complete understanding of best practice and conditions of employment can facilitate the contribution of these employees to the wider business, reducing any confusion and potentially helping you avoid expensive tribunals.

Language services can also support your recruitment processes, especially when you are searching for specific, specialised skills.

Benefits to members

As an Intermediate or Advanced Forum member, you are eligible for:

- ▶ A free of charge consultation on your translation needs
- ▶ Exclusive offer: the first 1,000 words of your first assignment translated free of charge OR the first 15 minutes of telephone interpreting free of charge

Membership package	INTRODUCTORY	INTERMEDIATE	ADVANCED
Free consultation	✘	✔	✔
Exclusive offer	✘	✔	✔

About Peak Translations



This service is available to Forum members through our partner, Peak Translations.

With its international team of professional language specialists, Peak Translations offers professional, accurate business translations and interpreting services.

With expertise in all major languages and experience in a wide range of industries, you can be sure of an effective result and a high-quality service offering excellent value.

Peak Translations has worked with prestigious clients including AstraZeneca, BT, Hewlett-Packard and Siemens Europe, as well as leading UK small businesses.

To find out more visit www.fpb.org/HRtranslation or call us now on:
 Non-members and Introductory members **0845 612 6266**
 Intermediate and Advanced members **0845 130 1722**