

HR Management / Drug & Alcohol Program Management

Crescent recognizes that recruiting, staffing, onboarding, drug and alcohol testing, and training of personnel is a very tedious and time-consuming process. This typically takes a dedicated person or staff dependent on the number of personnel within the organization. Crescent employs highly trained professionals that can assist your team and alleviate all or part of this burdensome process. Crescent's services include:

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- **Recruiting:** Gathering job description, searching for the appropriate personnel, pre-screening, and setting up interviews with the client.
- **Temp to Hire:** Onboarding the candidate through CSS and allowing the person to work for the client for a pre-determined time period. This allows you to verify that the employee is a good fit for your organization and follows expectations.
- **Drug and Alcohol Screening:** Our professionals will set up pre-employment screens based on your company's requirements. We are experts on DISA, NCMS, TPS Alert, ASAP, and other drug testing consortiums and will make sure your employees are placed into the correct drug testing pools and scheduled appropriately. CSS can also handle your database management which is a requirement by operators and clients as well as regulatory agencies.
- **Background Checks:** Running federal, state, and local background investigations on potential employees prior to hiring to verify they are qualified for employment. This includes Motor Vehicle Reports (MVR) and Criminal Reports (CR).
- **Onboarding Paperwork:** Ensuring that candidates complete the appropriate hire paperwork as defined by your organization and regulatory agencies. This includes applications, previous employer checks, tax forms, and any company specific forms.
- **Training:** CSS is an industrial training company that can provide all industry specific, client, and company required safety training to employees prior to arriving for work on their first day. Of course, CSS also provides annual refresher and regulatory required refresher training.
- **Random Programs:** We will ensure that your employees are enrolled in the appropriate random pools and are notified of random testing times. Confirmation of testing and is communicated to company management and can be provided to operators through database management.