

# Hiring Your First Employee

## Legal requirements, Paper work, Liabilities and Expenses

Interviewing potential employees and hiring and onboarding new employees are rife with legal obligations. Whether it be a legally-compliant job application or jumping through the dreaded I-9 process, being prepared and educated on how to interview, hire, and train right will reduce the risk of legal exposure.

This lecture focuses on the important first-steps of interviewing and hiring prospective employees and a step-by-step process of what needs to legally be done to onboard new hires – information every Company, especially start-ups, should be aware of.

### -By Scott Fanning & Jason D Keck



- Scott Fanning is an associate at Fisher Phillips
- He represents management in all aspects of labor and employment law.
- Handbooks and policies, severance agreements, paid time off policies and equity incentive plans
- The majority of Scott's practice is before federal and state courts and alternative dispute forums throughout the United States

Learn more about [Scott Fanning](#)



- Jason Keck is an associate at Fisher Phillips
- His practice focuses on employment litigation and counseling
- He also represents management in all aspects of labor and employment
- He also has experience with financial services law.

Learn more about [Jason D Keck](#)

**WHEN:** November 3, 6-8pm

**WHERE:** 565 W. Adams, room-DTC CK 170, Chicago, IL

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