

RECRUITMENT OUTSOURCING

The success of any company depends on having the right people in place, with the right skills and abilities to fulfil their job responsibilities. Recruitment can be a time consuming task and selecting the wrong candidate is likely to impact business performance. Ask yourself:

- Is recruitment administration impacting on your time?
- Are you concerned about recruitment costs?
- Concerned about complying with employment legislation?
- Need to recruit confidentially?

We have a team of experts available to support you through your recruitment needs, and to give you the necessary advice and guidance to meet your recruitment objectives. We offer an individual recruitment package tailored to you and your needs.

Our services can include:

- Preparation for recruitment – we write the job description, person specification, produce an application form and even post the advert for you.
- Handling enquiries – whether this is answering phone calls and emails, sending out applications or collecting responses, we can save you days of effort.
- Preparing for the interview – let us help you with the interviewing do's and don'ts, including writing the questions for you to ask.
- Support after interviewing – let us send out the regret letters and undertake employment checks, such as confirming references.

*Speak to our
experts today!*

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