

BUSINESS CAREER

Rely on us as your expert partner when it comes to individual recruitment services. We see it as our responsibility to provide comprehensive support and advice to our clients and applicants that goes far beyond “pure” recruitment.

Our specialisation is a distinct advantage, which is why we focus on specific industries. We support leading companies and ambitious professionals in all areas of IT, telecommunications and logistics. You can therefore rest assured that we understand your requirements and will implement your specifications – guaranteed. Our consultants are organised in a network and have many years of experience in renowned companies in the aforementioned industries – typically in management positions in sales and marketing and in product lifecycle management.

As such, we consider ourselves a central link between companies and candidates, and we ensure that the profiles of suitable

candidates are a perfect match for our clients’ projects and roles. Our range of consulting services focuses on the range of strategic tasks when referring management-level staff, and on selecting and referring experts on all hierarchical levels. As such, our strength lies in proactive recruitment (executive search) and online recruitment, or a combination of these methods. This allows us to find even those experts who aren’t looking for a new role, and thanks to our 17 years of experience, we can guarantee that any vacancy will be filled with the best candidate for the job.

In the following, you will find an example of a complete recruitment consulting project where we carry out and support the entire process right through to the successful referral of a suitable applicant for the vacancy. Of course, you can also choose from individual service components that will guarantee you the desired outcome fast and professionally.

Founding year: 1998

Main industries: IT, telecommunications, logistics

Number of staff: 6

Guarantors of success: > 90% of all projects by recommendation

Occupations: > 500

POSITION ANALYSIS AND PREPARATION, REQUIREMENTS PROFILE

- Company: organisational and management structure
- Role: tasks, responsibility, skills
- Requirements profile: technical/personal
- Income: contract in line with the market and role

AD DESIGN AND INSERTION

- Suggesting suitable media
- Drafting the ad copy
- Initiating the insertion
- Monitoring published ads and handling the billing process with the publishers

DIRECT SEARCH / DIRECT CONTACT

- Targeted approach
- Database research
- Headhunting

PRELIMINARY INFORMATION ON THE PHONE / TELEPHONE INTERVIEW

- Competent telephone consultation with the advisor
- Active support of all prospects through personal return calls by the advisor
- On request, sending out client brochures
- Background check and, if required, requesting further documents

SUITABILITY INTERVIEW AND EVALUATION

- Carrying out suitability interviews and applicant assessment
- Written report on suitable applicants
- Sending rejection letters or interim updates to applicants
- Appointment coordination and administration

PRESENTATION OF APPLICANTS AND CONTRACT CONCLUSION

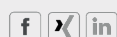
- Presentation of several candidates
- Evaluation / potential analysis
- Checking references
- Participation in contract negotiations
- Supporting the contract conclusion process



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