



**WHAT SHOULD BE DONE
IN ORDER TO ACHIEVE THE BEST RESULT
FROM THE PROVIDER OF RECRUITMENT SERVICES**

September 19, 2008



Employment
Object
Client
expectations



Unique candidate
profile

TARGET



```
graph TD; TARGET --> A[Pre selection enforcement?]; TARGET --> B[Identify a unique candidate?]; TARGET --> C[Outsourcing??  
Single time required expertise, project work?];
```

Pre selection enforcement?

Identify a unique candidate?

*Outsourcing??
Single time required expertise, project work?*

What should be done?

- **Develop partnerships with specialized in your market segment Recruiting Agencies and PEO**
- **Evaluate JD according to the business needs**
- **Unique candidates require adequate compensation**
- **Make all the hiring procedures transparent and short in time**
- **Once you've identified a unique candidate – make him / her an offer!**

Candidates



Candidate searching



CV receiving



Candidates
interview and
motivation



Unique candidate

Candidate presentation,
company interview



Feedback, job offer



Standards at work

Resource



```
graph TD; Resource[Resource] --> Team[Team]; Resource --> Resources[personal contacts, references, Provider's unique database, executive search tools, hands on exhibition, conferences, marketing tools, hands on specialized professional forums];
```

Team:

- **Key Account Manager**
- **Chief consultant**
- **Recruiting consultant**

- **personal contacts, references**
- **Provider's unique database**
- **executive search tools**
- **hands on exhibition, conferences**
- **marketing tools**
- **hands on specialized professional forums**

Provider's expectations

- **Regular feed back;**
- **Comments on resume within 3 days;**

- **Set up interview within 7 days;**
- **Post interview feed back within 2 days;**

- **Short term final decision;**

- **Contact person on Client side to provide regular information exchange;**
- **Communication with Hiring manager is essential;**
- **Provider's presence on client-side interviews if necessary;**
- **Regular trial period feed back.**



Please be aware that.....

Medium term of Recruitment process / Medium term of active job search

Name of positions	up to 2000\$	2000-4000\$	of 4000\$
bookkeepers / finance specialists	3 weeks/1 week	6 weeks/up to 4 weeks	6 weeks/6 weeks
administrative staff	3 weeks/1,5 week	3 weeks/up to 4weeks	3 weeks/3 weeks
advertising / marketing specialists	3 weeks/2 weeks	6 weeks/3 weeks	6 weeks/6 weeks
sales / purchase specialists	3 weeks/2 weeks	6 weeks/up to 4 weeks	6 weeks/up to 6 weeks
IT / Telecom specialists	3 weeks/1,5 week	6 weeks/4 weeks	6 weeks/6 weeks
engineering specialists	3 weeks/3 weeks	6 weeks/4 weeks	6 weeks/6 weeks
HR specialists	3 weeks/1 week	6 weeks/4 weeks	6 weeks/6 weeks
lawyers	3 weeks/1 week	6 weeks/up to 5 weeks	6 weeks/6 weeks
Top manager			8 weeks/8 weeks



Thank you!



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Professional Quiz





Distribute all the professional skills and specific software knowledges (at the right side) among four specialties (at the left side)

-  **HR Specialist**
-  **Marketing Manager**
-  **Auditor**
-  **IT Specialist
(web developer)**



! The Right Answers:

 **HR Specialist**

**Comp&Ben, Recruitment, Assessment,
People Development**

 **Marketing Manager**

**Market Research, Creativity, Segmentation,
Advertising**

 **Auditor**

IFRS, GAAP, ACCA, Financial Accounting

 **IT Specialist
(web developer)**

**C#, .Net, JavaScript, MS SQL SERVER,
HTML**



**Find incorrect professional skill or specific software knowledge at logical order.
Then define the specialty**

 **MS Project, PMI, Active Directory, Incoterms**

 **CKC, BTL, Brand Management, SPSS**

 **B2B, 60, 51, GAAP**

 **MS Office, Windows Server 2003,
Vista, Finance Analysis**

! The Right Answers:

 MS Project, PMI, Active Directory,
~~Incoterms~~

 ~~CKC~~, BTL, Brand Management,
SPSS

 ~~B2B~~, 60, 51, GAAP

 MS Office, Windows Server 2003,
Vista, ~~Finance Analysis~~

Project Management
/Logistic

Marketing/Engineer

Accjunt/Sales

IT/Finance



Award Ceremony

