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### KICK-OFF WORKSHOP

Where does the vacancy fit into your broader business goals?

What are the genuine competencies required?

Are any psychometric tools required?

Considering market intelligence

2

### ENGAGEMENT PHASE

Sourcing and vetting candidates

Providing interview screening notes of all suitable candidates

Weekly candidate & market progress reports

Consistent feedback on role attractiveness

Ensuring assignment remains on track

3

### ON-BOARDING PHASE

Shortlisting of suitable candidates

Prepping candidates for interview so that they can concentrate on key competency questions

Ensure candidates remain interested in the vacancy

Supporting salary & package negotiations and referencing

4

### FOLLOW-UP REVIEW PERIOD

Monthly performance reviews to ensure candidate is settling into the role

Monitoring candidate's performance in first three months

Addressing any improvements to be made for next time round

Plan

Do

Monitor

Close out

Assess