

Permanent Recruitment Solutions

How does Recruitment work in The Talent Playbook?

Firstly, we do not believe in a blanket approach when it comes to recruitment, we know each vacancy has different pain points to why you need support. For example, as a business, you may have a role that is particularly difficult to fill, so you would need a professional recruiter to help search and head hunt in the non-active job market. On the other hand, your business might have several available positions of the same vacancy, so you would receive a great number of applications, therefore, your business would require support filtering through resumes, screening and shortlisting applicants. In this case, we would recommend our Internal Recruitment Solutions to support you with screening and shortlisting volume based advertised open positions.

What type of vacancies does The Talent Playbook specialise in recruiting?

We are what is known as a generalist agency that focuses on the job vacancy itself rather than the industry the position sits within. As we approach all recruitment campaigns with enthusiasm, energy and are driven to head hunt the best of the best, we are able to work in an agile way to ensure we can deliver across all industries. The disciplines we regularly recruit for are as follows:

- Sales and Account Management
- Operations and Management
- Human Resources
- Supply Chain and Procurement
- C-suite and Executive Management
- Technicians and Specialists
- Accountancy and Finance
- Transport, Warehouse and Logistics
- Administrative and Office Support
- Digital and Marketing

The Recruitment Process

- » We take an in-depth job brief and provide the client with a complimentary job description and any interview guides if requested.
- » Advertise on job boards, social media and create a bespoke video post for the vacancy to utilise in digital advertising.
- » Head hunt and source candidates through our prolific database, search engines, traditional phone-based head hunting and utilising licensed search and selection software.
- » Applicants are asked to fill out application forms to ensure compliance.
- » Applicant are screened and phone interviewed by our Candidate Management team.
- » Applicants are then interviewed by the Client Solutions team.
- » Applicant resume is presented to the client for review and consideration.
- » All administrative tasks and client interviews are organised by The Talent Playbook.
- » Our Candidate Management team will conduct background checks of the final shortlisted candidate after the interviews such as reference checking, psychometric assessment, financial checks and criminal history checks. Please note, criminal history, financial and psychometrics tests are at additional costs if requested.
- » The Talent Playbook will then make the employment offer and provide complimentary Letter of Offer on request.
- » The Talent Playbook will continue to support and check in on the progress of all placed candidates through the probationary period by our Candidate Care team.

This entire process is completely risk free as the client is only invoiced should the client hire one of the candidates we present. We also guarantee our work by giving a one-off complimentary replacement if your candidate resigns or is terminated by your company within the first 3 months of employment start date.

Let's Collaborate

Please reach out for a personalised quote and to get started on your Permanent Recruitment Services journey.

enquiries@thetalentplaybook.com.au

www.thetalentplaybook.com.au

(07) 3102 5858