

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

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.

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(07) 3102 5858

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Frequently Asked Questions

Who do I work with when I engage The Talent Playbook?

We are no strangers to doing things a bit differently. One of our Founders started her career in human resources and internal recruitment, so she has adopted the ethos that recruiters should work as recruiters and therefore, we have a Candidate Management team that does not engage in sales and business development and their sole purpose is on finding the right talent and positive candidate experience.

Your first point of contact will always be from our Client Solutions team, they will introduce you to our agency and get to understand and appreciate your business and as importantly, what your business and its people stand for. The Client Solutions team will consult with you on the best way to approach any given recruitment drive. They will provide tailored proposals and ensure all paperwork is taken care of in addition to conducting job briefs with your Hiring Manager when you're ready to proceed.

Once this is completed, the recruitment campaign is then handled by the Candidate Management team who work in the background to source, head hunt and shortlist candidates for the Client Solutions team who will conduct interviews and then present the shortlisted candidates to your business.

This ensures a streamlined process by having one point of contact throughout the whole campaign.

We feel this approach ensures our clients have industry leading customer experience and the most efficient process for finding the right talent.

When do we have to make payment? Do you offer payment solutions?

A one-off payment is only invoiced once the candidate starts their job as our agency works on a 'no placement, no fee' policy. Additionally, we understand that every business has different payment terms, so we are flexible when required. We also offer payment plans to small business owners if needed.

What if I engage The Talent Playbook and then I find my own candidate?

We celebrate with you for securing talent and you are not obliged to make any payments to The Talent Playbook. We are in this to work with you for the long term and want to see your talent brand excel and grow.

Our business does not need end to end recruitment support however, we do have issues around processing times in recruitment and delivering a positive candidate experience. Can The Talent Playbook still support us?

Yes. We have a unique service called **Internal Recruitment Solutions (IRS)**. Reach out to The Talent Playbook for the IRS Fact sheet to learn more about how we can solve these problems. Additionally, we specialise in human resource consulting, people development and leadership projects. If you require support with this vital part of your business, we are here to help.

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