

# Recruitive<sup>®</sup>

## Recruiter by the Hour



## Recruiter by the hour / Professional Recruiter Services / Recruitment Support

Here at Recruitivite, we have an expert team with a combined 100+ years' experience in the recruitment world. As well as providing award winning Applicant Tracking Systems, Media Buying, Multi-posting Technology, we are also in a position to provide expert recruitment consultant services on a short and longer term basis.

### What Do You Get?

An expert Recruitivite Recruiter dedicated to your business for the time you need. You may have a short term hiring project or longer term requirement. Without the commitment of hiring someone Full Time you can utilise our Recruiters as an when you need them.

### What Can They Do?

Our Recruitment Experts have a minimum of ten years 360 recruitment experience and can help with all of your recruitment requirements including:

- Role Requirements Gathering
- Job Ad Writing & Optimisation
- Job Posting
- Candidate Review
- Candidate Communication
- Shortlisting
- Interview Logistics
- Offer Extension
- On-Boarding
- Document & Data Collation

**Role Requirements Gathering:** Your dedicated Recruiter can communicate directly with your Hiring Manager to ensure they fully understand the Hiring Managers requirements. This information will then be documented and utilised in the search for your new employees.



**Job Ad Writing & Optimisation:** Your dedicated Recruiter will ensure your job ads are effective in attracting your target audience. They will write them in a way that will engage your target audience whilst maintaining your brand tone.

**Job Posting:** Your dedicated Recruiter will post your job to both free and paid outlets ensuring you attract as many of the right applicants as possible.



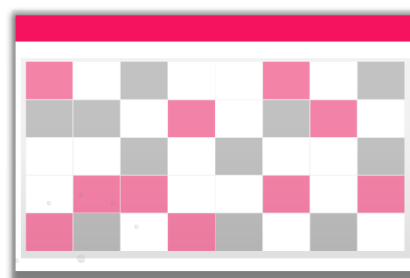
**Candidate Review:** Your dedicated Recruiter will review all candidates that apply to your role. Identifying those who are suitable and screening those who are not.

**Candidate Communication:** Your dedicated Recruiter will ensure your brand image is fully maintained throughout the recruitment process. They will communicate in a timely manner to all applicants, including those who are not suitable at this time.



**Shortlisting:** Your dedicated Recruiter can compile a highly qualified shortlist of candidates for the role. They will telephone interview if required and provide candidate details with a summary/recommendation of why they have shortlisted the candidate for the role.

**Interview Logistics:** Your dedicated Recruiter can arrange all interview logistics and liaise with all parties involved ensuring Hiring Managers, interviewers and candidates are kept up to date in a timely manner.



**Offer Extension:** Your dedicated Recruiter can complete the full offer extension process from clarifying the full details with the Hiring Manager through to personally calling your successful candidate to inform them of the good news and all of the associated administration.

**On-Boarding:** Your dedicated Recruiter will ensure a seamless on-boarding process for all involved. They will ensure all parties have everything they need for a successful first day and career with your organisation.



**Document & Data Collection:** Your dedicated Recruiter will ensure all required information is collated and distributed between all parties in a timely GDPR compliant manner.

## Why Is It Different?

Options for recruitment tend to either be, an in house team or utilising an agency. Using our Recruiter by the hour service means you get the benefit of having an expert inhouse Recruiter on hand without committing to hiring them long term or paying large agency fees.

## What Does It Cost?

Each client's solution is unique based upon their requirements. We will have an initial consultation with you to understand your requirements and identify the best package to suit.

**For a free consultation with one of our Recruiters get in touch today!**

**Want to know more?**

**Call 0345 60 00 550**

**Email [info@recrutive.com](mailto:info@recrutive.com)**

**Recrutive<sup>®</sup>**

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