

The Recruitment Process



Briefing

Every assignment begins with an initial face to face briefing to discuss exactly what you wish to achieve, your business environment, culture, values, priorities and any other issues which may affect the assignment. It is at this stage that our experienced consultants use their significant sector expertise to challenge your brief to ensure you have considered all of the critical factors.



Proposal

Following initial briefing, a formal proposal and an Agreement to Commence document will be submitted. These will outline RMG's understanding of your requirement, the suggested recruitment strategy and also the associated timescales and costs.



Assignment Specification

Once RMG have consulted with you and agreed upon the appropriate recruitment strategy, a consultant will draw up a comprehensive assignment brief for your approval. This document will describe in detail the company, role, objectives and key challenges of the position together with a summary of the experience, competencies and qualifications the successful candidate must be capable of demonstrating. This document acts as the anchor point throughout the recruitment process and ensures all parties are working towards the same common goal.



Search Identification

Having defined your selection criteria RMG's consultants and research team will utilise their specific sector knowledge to generate a target list of companies where they feel the correct candidates will be found. Once you have approved the list (you may have non solicitation or similar agreements in place) the assigned consultant will begin to identify the appropriate individuals, always mindful that job titles are no guarantee of competence!



Approach

RMG's consultants make confidential approaches to begin the engagement and selection process, and understand that it is imperative to correctly position the opportunity right from the start; this ensures consultants build trusting relationships with the candidates and can therefore act as confidants during the process.

Selection

RMG ensure that all candidates go through the same rigorous selection process to guarantee consistency of the final shortlist. Central to the selection process is a face to face competency interview, the framework of which is generated from the assignment brief; this is also presented to all candidates. Along with validating candidates' formal identification (Passport or Drivers Licence), references, qualifications and visas (if required); the consultants will also seek to gain informal external views to enhance our knowledge of their achievements and track record.

If required, RMG also has the ability to utilise a broad range of assessment tools to assess a variety of factors including personality and aptitude.



Shortlist

RMG's detailed feedback and assessment of each shortlisted candidate will allow you to effectively begin your internal recruitment process at a second interview stage. Every candidate presented as part of the final shortlist is exclusively yours and will not be represented by RMG with any other clients.



Offer

Once you have selected your preferred candidate RMG's consultants are on hand to participate in any negotiations and also support the candidate through the resignation process. Unsuccessful candidates are promptly and constructively given feedback to ensure they leave the process with a positive experience.



Review

Many recruitment organisations believe that once a candidate has accepted and joined the employer the process is complete. For RMG this is merely the beginning, having a full understanding that the true value bought by talented individuals comes with time; therefore RMG remain engaged with both parties to ensure the initial objectives are achieved and that a long term trusted partnership is developed.

Contact Us

RMG
Eleven Abbots Park
Preston Brook
Cheshire
WA7 3GH

Telephone: +44(0)1928 711 800

Fax: +44(0)1928 711 884

Email: recruit@rmg-uk.com

RMG is a trading style of Recruitment Management Ltd.
Registered in England and Wales
Company number 5292256
VAT Number 643 7145 39
