

Recruitment Services



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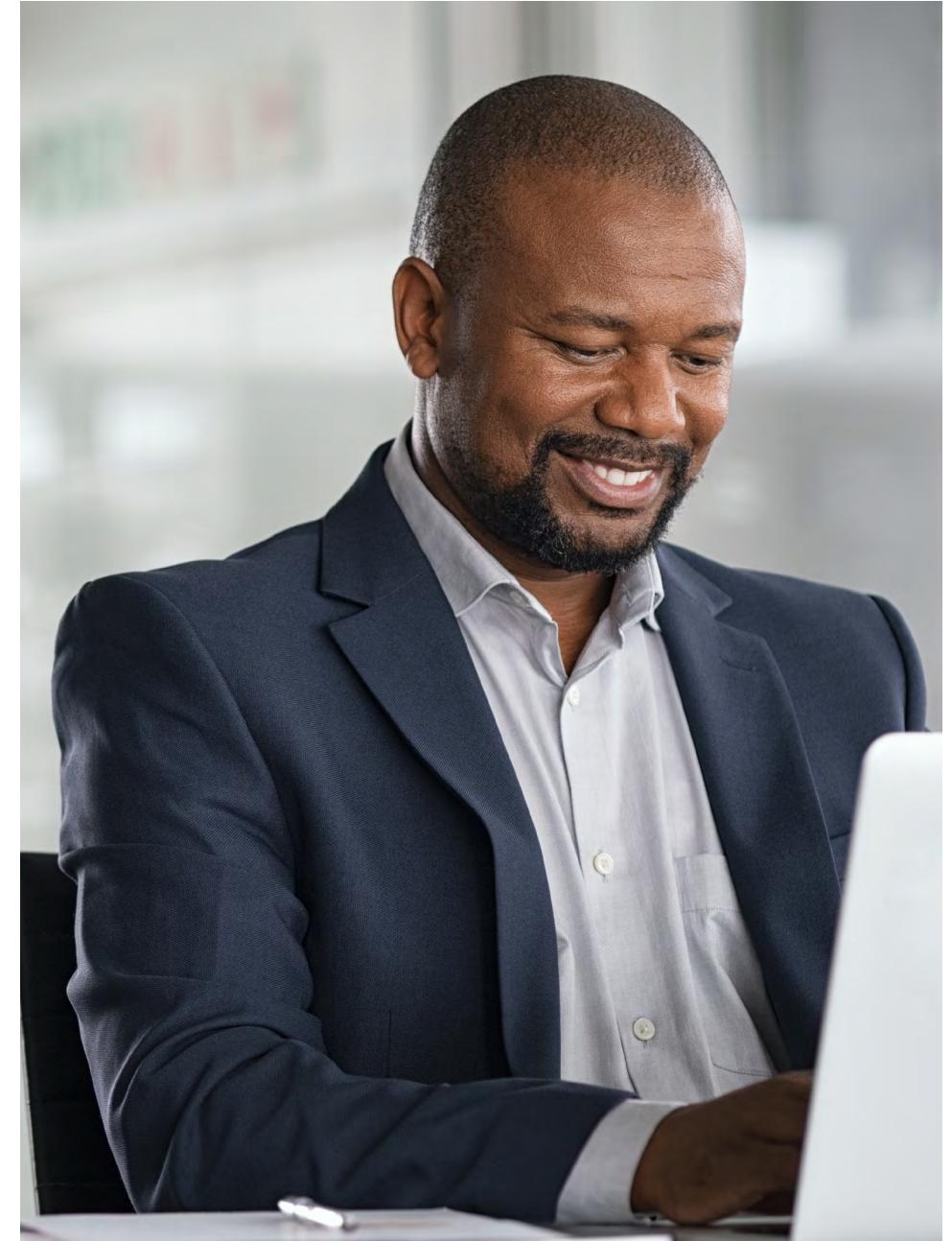
1. Introduction

We provide recruitment and candidate research services for the construction sector.

We recruit all experience levels across our specialist job functions, managing vacancies from Assistants through to Heads of Department and Directors.

We can support single and multiple hire campaigns, or national transformation programmes.

All of our plans are covered by our Promise of Service, see page 14.

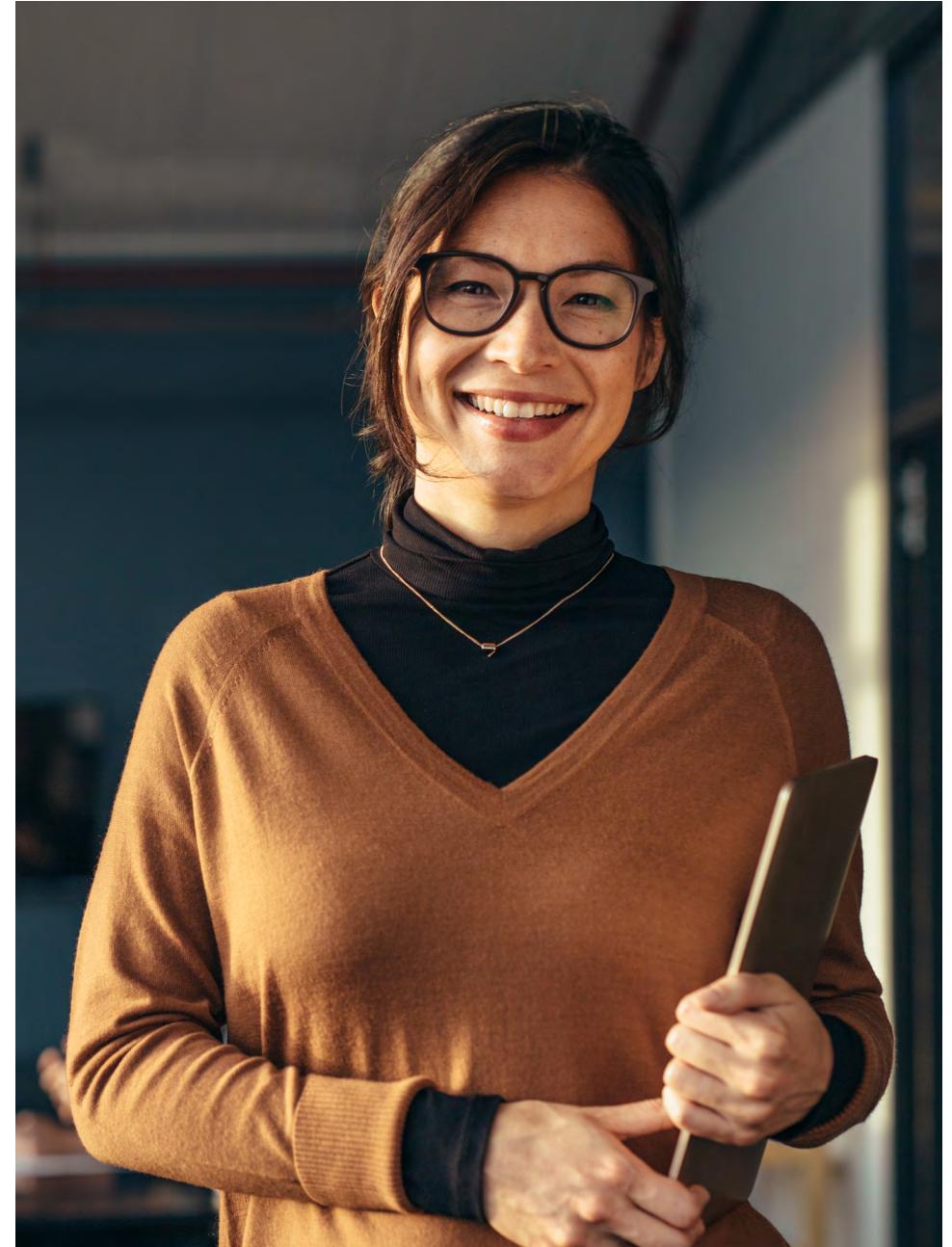


2. Recruitment Service Plans

Our recruitment services help companies hire the best people and maintain high performing, streamlined teams.

We offer three service plans, with a varying degree of search depth, to meet the individual needs of our clients.

This ensures your hiring managers can recruit all of their leadership, strategic, and operational assignments.



Recruitment Service Plan Summaries

Plan 1 Retained Executive Search

Plan Summary

We are retained as your sole recruiter to identify, qualify and present suitable candidates until we fill the assignment.

Use this plan if:

- Most candidates are unlikely to be actively looking for a new role so we need to proactively search them out.
- You only have 1-2 leadership people at this level within the function.
- You require candidates to be qualified to the highest level, with competency questioning and psychometric assessments.
- You only want to partner with a specialist consultancy.

Plan 2 Contingent Exclusive

Plan Summary

We are exclusive for a fixed period, during which time we will identify, qualify and present suitable candidates.

Use this plan if:

- Some candidates are unlikely to be actively looking for a new role so we need to proactively search them out.
- You have a few strategic people at this level within the function.
- You require candidates to be qualified to a higher level.
- You recognise the benefits of partnering with one consultancy.

Plan 3 Contingent

Plan Summary

We work alongside other agencies to identify, qualify and present suitable candidates.

Use this plan if:

- Candidates are likely to be actively looking for a new role so we can access our immediate network, job boards and web adverts.
- You have lots of operational people at this level within the function.
- You don't require candidates to be qualified in detail.
- You want to work with multiple agencies.

Plan 1

Retained Executive Search

Use this plan if:

- Most candidates are unlikely to be actively looking for a new role so we need to proactively search them out.
- You only have 1-2 leadership people at this level within the function.
- You require candidates to be qualified to the highest level, with competency questioning and psychometric assessments.
- You only want to partner with a specialist consultancy.

Search Depth:

- All regional candidates contacted multiple times from our database network.
- Advertised on our monthly Job Alerts candidate email (unless a confidential hire).
- LinkedIn searched for all relevant candidates.
- Advertised on our website and LinkedIn feed.
- Job boards not used.
- Headhunting from 20 competitors.
- Prioritised over all assignments.

CV Format:

Candidate Profile coversheet with detailed Candidate Suitability Matrix and Consultant Assessment of Suitability.
CV formatted for consistency and relevance with highlighted achievements from their last few roles.

Recruited By:

Managing Director, supported by a job function dedicated Consultant and Researcher.

Shortlist Timescale:

Within 4 weeks.

Client Commitment:

Up to 1 hour assignment briefing call, and 1 hour prepared documents review call.
Exclusive until assignment completed.

Guarantee:

24 week free replacement and rebate period.

"I engaged Adam to find us a Head of Category and Head of Commercial.

What I like most, and why I keep using Adam, is not only does he deliver what he promises every time but he makes the whole recruitment process so easy for me."

Susan Lussem
Supply Chain Director
Sellafield

"We gave Adam a project to find us a Procurement & Supply Chain Director for our construction business which he filled first time. Adam presented a high calibre shortlist from which we could have selected any of the candidates.

Throughout the interview process it was clear that all the candidates had been properly briefed and were well prepared for interview."

Ben Edwards
Commercial Director
Tillbury Douglas

Plan 2

Contingent Exclusive

Use this plan if:

- Some candidates are unlikely to be actively looking for a new role so we need to proactively search them out.
- You have a few strategic people at this level within the function.
- You require candidates to be qualified to a higher level.
- You recognise the benefits of partnering with one consultancy.

Search Depth:

- All local candidates contacted from our database network.
- Advertised on our monthly job alerts candidate email.
- LinkedIn searched for most relevant candidates, not just those open to opportunities.
- Advertised on our website and LinkedIn feed.
- Job boards advertised and searched.
- Head hunting from 5 competitors.
- Prioritised over Contingent assignments.

CV Format:

Candidate Profile coversheet with Candidate Suitability Matrix and Consultant Assessment of Suitability.
CV formatted for consistency and relevance with highlighted achievements from their current role.

Recruited By:

Job function dedicated Consultant, supported by a Researcher and overseen by the Managing Director.

Shortlist Timescale:

Within 2 weeks.

Client Commitment:

Up to 45 minutes assignment briefing call.
4 weeks exclusivity.

Guarantee:

18 week free replacement and rebate period.

"I worked with Adam to recruit a senior procurement role on our HS2 JV which was a tough hire.

Working exclusively worked really well for us because it helped free up my time and I knew candidates were well qualified and extremely well prepped for the interview."

Mick Jennings
Head of Procurement
Balfour Beatty

"What I liked about working with Adam was the extra detail he provided on the candidate summary coversheet which was massively helpful to us. It made it so easy for us to decide who we wanted to interview. I've not had anything like it from any other agency."

Andy Bacon
Operations Director
Scape

Plan 3

Contingent

Use this plan if:

- Candidates are likely to be actively looking for a new role so we can access our immediate network, job boards and web adverts.
- You have lots of operational people at this level within the function.
- You don't require candidates to be qualified in detail.
- You want to work with multiple agencies.

Search Depth:

- Recently registered candidates contacted from our database network.
- Advertised on our monthly Job Alerts candidate email.
- LinkedIn searched for candidates open to opportunities.
- Advertised on our website and LinkedIn feed.
- Job boards advertised and searched.

CV Format:

Candidate Profile coversheet with Client Selection Criteria and Consultant Assessment of Suitability.

Recruited By:

Job function dedicated Consultant.

Shortlist Timescale:

Within 3 days.

Client Commitment:

Up to 15 minutes assignment briefing call.

Guarantee:

12 week free replacement and rebate period.

"I recently worked with Dan for the first time to fill a Senior Category Buyer position for our central procurement team. He really nailed it by delivering three excellent candidates making it hard for us to choose just one."

Adam Heal
Group Supply Chain Manager
Wates

"I used Dan for the first time to fill a Buyer role in a challenging location and he was exceptionally professional.

He filled the role first time and I was pleased with how he took the time to dig deep to really understand the vacancy and our business. We will be using him again for sure."

Stephen Allison
Procurement Manager
Graham Construction

Recruitment Service Plan Customisation

We strive to create a tailor made solution for each of our clients.
To achieve this we offer the following customisations points for each plan.

Plan 1 Retained Executive Search

Customisation:

- CV layout: Do you want any changes to our Candidate Suitability Matrix or Competency Questions layout?
- Reporting: How often do you want progress updates?
- Shortlist Submission: Do you want CVs emailed or a Teams call presentation?
- Interview Process: Do you want us to attend first interviews?
- Candidate Brief document: How we can best represent your company and assignment?
- Assessments: Do you want us to provide psychometric and/or aptitude assessments prior to 2nd interview?
- References: Do you want us to provide reference and / or achievement checking for final stage candidates?
- Client Feedback Report: Do you want us to gather salary and candidate feedback in any specific areas?

Plan 2 Contingent Exclusive

Customisation:

- CV layout: Any changes to our standard layout?
- Reporting: How often do you want progress updates?
- Shortlist Submission: Do you want CVs emailed or a Teams call presentation?
- Interview Process: Do you want us to attend first interviews?

Plan 3 Contingent

Customisation:

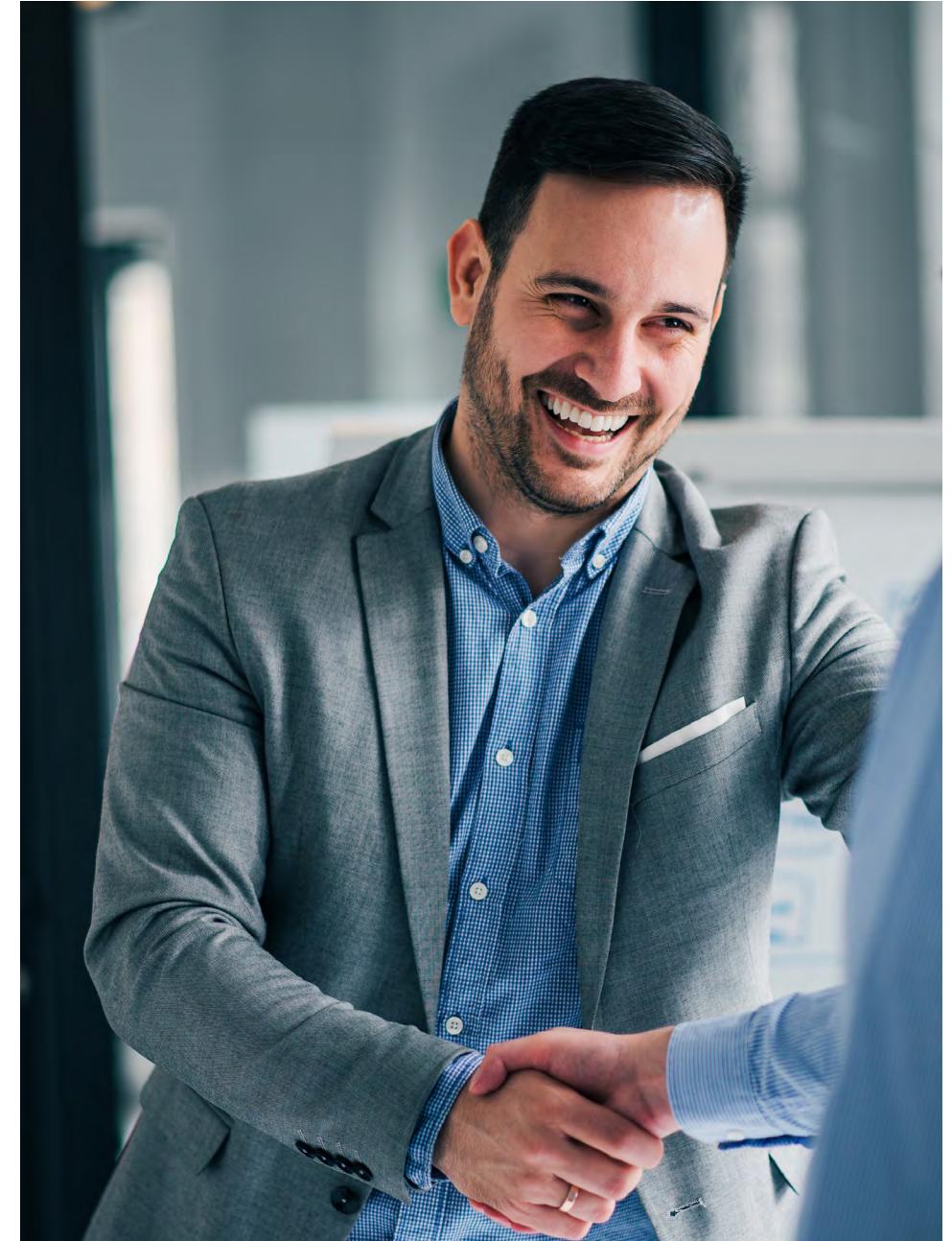
- CV layout: Any changes to our standard layout?
- Reporting: How often do you want progress updates?

3. Candidate Research Plans

Our candidate research services help companies better manage their recruitment and retention strategies.

We offer two service plans that provide visibility of competitor organisation structures and employee remunerations.

This ensures your hiring managers can plan for both short term reactive and long term strategic hires and retentions.



Candidate Research Plan Summaries

Plan 1 Market Mapping

Plan Summary

We'll provide accurate up to date key competitor information, outlining all relevant people, salary and benefits from a selection of targeted companies.

Use this plan if:

- You want to benchmark competitor salary and benefit from a specific selection of target companies.
- You want to attract upper quartile talent for a key hire.
- You want to improve department remuneration packages and increase retention.
- You want to understand which competitors have talent locally.

Plan 2 Salary Benchmarking

Plan Summary

We'll provide accurate up to date benchmarking of salary and benefits across an industry and region.

Use this plan if:

- You want to benchmark salary and benefit from an industry wide selection of companies.
- You want to attract upper quartile talent for a key hire.
- You want to improve department remuneration packages and increase retention.



Plan 1

Market Mapping

Search Depth:

- Up to 20 competitors targeted.
- Up to 3 job titles targeted, from up to 3 locations nationally.
- Minimum of 20 people qualified for salary and benefits feedback.

Report Submitted:

Up to 4 weeks.

Recruited By:

Managing Director,
supported by a Researcher.

Report Details:

You'll receive a 10 page report that contains:

- A list of approached candidates, detailing their names, companies, job titles, and locations.
- A summary of the approached candidate pool, grouped by companies, job titles, industries, and locations.
- Salary and benefits benchmarking for each job title.
- A summary of how your remuneration packages compare.
- Recommendations on how you can better attract candidates from industry competitors.



Plan 2

Salary Benchmarking

Search Depth:

- Up to 3 industries targeted.
- Up to 3 job titles targeted, from up to 3 locations nationally.
- Minimum of 50 people qualified for salary and benefits feedback.

Report Submitted:

Up to 2 weeks.

Recruited By:

Managing Director,
supported by a Researcher.

Report Details:

You'll receive an 8 page report that contains:

- A summary of the approached candidate pool, grouped by top 10 companies, job titles, industries, and locations.
- Salary and benefits benchmarking for each job title.
- A summary of how your remuneration packages compare.
- Recommendations on how you can better attract candidates from your industry.

4. Our Promise of Service

We are committed to finding the right person for you, to budget, and to timescale.



We're equally dedicated to making the way we achieve that result an easy experience that you can rely upon.

Consistency is a key part of a great service, with that in mind this is our promise of service which we will keep 100% of the time.

When you engage us as your recruitment partner you can rely upon the service you will receive.

Adam Richardson
Managing Director of AR Resourcing

A promise with no consequence of failure is no promise at all.

If we break any of these 10 promises you are at liberty to ask for and receive a 20% discount on the fee we have quoted you.

Integrity is one of our values.

1. We will only promise what we can deliver and we will always deliver what we promise.
2. We will not mislead or hold back on any information you need to know.

We value the relationship more than the transaction.

3. We will take the time to get to know you and your business.
4. We will keep in contact with you, at least quarterly, even when there are no vacancies.

We value the candidate fit over a client fee.

5. Each candidate we submit will have been fully qualified.
6. We will fully brief our candidates before their interview.
7. We will provide interview feedback reports within 24 hours or explain why we can't.
8. We will only submit candidates who we feel are the right technical and cultural fit.

Our candidates also deserve our respect.

9. We will communicate any change of assignment status to them within 24 hours.
10. We will contact every live candidate twice a week throughout the recruitment process, providing onboarding feedback once they commence employment.



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