



Telephone (815) 261-4403

Toll Free (866) 379-1288

We Know How to Recruit

A targeted, comprehensive search and selection process that delivers the significant players in **21 days!**

Company Assessment (day 1 through day 3)

It's when we gain full understanding of your organization.

- Compile and evaluate information about your company.
- Company culture, goals and philosophy.
- Core benefits of the organization.
- Managerial style and specific requirements.
- Compile and evaluate information about your company.
- Measurement of success for ideal candidates.
- Duties and responsibilities of the open position.
- Compensation and benefits for the position.

Talent Quest (day 4–day 15 or sooner based on complexity of search)

It's when we put our expertise to work.

- Pinpoint the ideal candidates based on the specified profile.
- Draw a list of target companies, obtain full contact information.
- Build a pool of candidates that match the profile.

SearchPath of Chicago, Inc.

521 Devonshire Lane, Suite D Crystal Lake, IL 60014
www.searchpathofchicago.com

Fax (847) 841-4197
info@searchpathofchicago.com

*SEARCH*PATHSM of CHICAGO

A Talent Acquisition Professional Services Firm

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- Review the company and candidate lists with your organization and modify if necessary.
- Contact pre-selected candidates with our personal and customized approach.
- Perform 10-factor candidate assessment.
- Analyze candidates' experience, personality and career objectives .
- Conduct detailed telephone interviews with the candidates.
- Investigate background.
- Complete detailed reference and background verification: a supervisor, a co-worker, a client.
- Explore strengths and weaknesses, verify reported achievements.
- Submit the consultant's notes, survey analysis, verification findings.

Presentation of the Candidates (day 16-18 based on hiring authority /candidate availability)

It's when we serve as advocates for our clients and candidates.

- Arrange the interviews
- Set up and assist with the first interview
- Prepare both sides for the interview
- Debrief the candidates and the client
- Set up and assist with the second interview
- Recognize the mutual interest, determine the need to proceed

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The Decision and Transition (day 19–21)

It's when we channel between the client and the candidate.

- Arrange the interviews.
- The final choice of the perfect candidate is the ultimate decision you alone have to make. We provide information to assist you in making the right choice.
- Facilitate the negotiation of salary, benefits, and relocation. Make certain the candidate will accept the offer.
- Counsel and consult the candidate.
- Prepare for the resignation and potential counteroffer.
- Confirm the start date.
- The offer and the acceptance are verified in written agreement.

Post Placement (12 months period from acceptance date)

It's when we ensure that you and your new employee are happy with the decision

- Arrange follow up calls with your new hire and the hiring manager.
- Ensure (confirm) smooth transition of the selected candidate into the organization.
- Keep in touch with you to manage any future needs or issues.
- Provide guidance and counsel for candidate performance and company expectations.

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Remember: Even during an economic downturn, passive talent is still king and good Search Professionals are hard to come by!

The Shortage of Trained Executive Search Professionals
Will Erode Your Business Sales and Profits

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