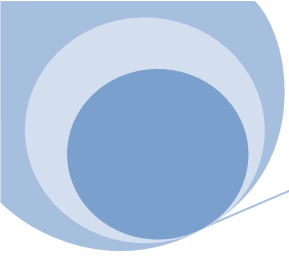


Belgarum Recruitment Ltd

Recruitment that suits you...

Belgarum Recruitment Ltd

Client Information Pack



Belgarum Recruitment Ltd

Recruitment that suits you...

About us.....

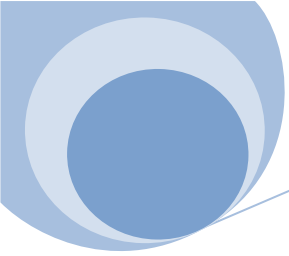
Belgarum are a Recruitment Agency specialising in providing recruitment solutions to all organisations needing permanent staff.

With over 10 years working in recruitment and a further 20 years of sector experience in many areas we understand what our Clients need. We always take the time to listen to what you want and make sure we are searching for the right person to join your team.

With a wealth of knowledge and experience in all the Sectors we deal with, we can provide a professional, pro active recruitment solution for clients and candidates alike.

The Team.....

At Belgarum we have a team who are here to provide a professional service to our Clients. We differ from many of our Competitors, in that we believe that our Consultants should have local knowledge as well as their experience in Recruitment and actual work experience in the Sector they recruit for. Rather than have all of our Consultants based centrally at one office, we encourage them to take roles with us working from localised offices and encourage them to recruit in a geographical area where they have extensive knowledge and access.



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What we do.....

We understand that every business is unique. Therefore we have tailored our services which enable us to help you select the level of support which best meets your needs.

From standard permanent search and placement to executive search and selection our team of professionals are ready to assist you.

Standard Contingency Service

An extensive client brief is taken and our consultant uses their skill to find a match for the client to interview. Our charge is negotiable and is set against basic salary and only applies when a candidate accepts a role in accordance with our standard terms and conditions of business.

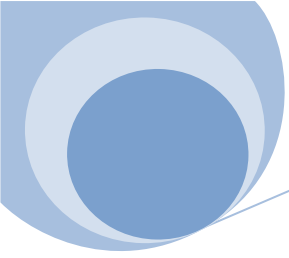
Exclusive Retained Service

An extensive brief is taken including an evaluation of your organisational culture, and the specific requirements of the role. A marketing campaign is undertaken to target the candidates who most closely fit your key requirements. We have an extensive database of CVs across the UK, and we will interview and produce a relevant shortlist for you to assess. We charge an agreed fee, which includes a retention fee to cover the initial marketing campaign.

Advertising and Campaign Management Service

If your business growth or the size of your organisation means that you often have a number of permanent vacancies that need attention, our Advertising and Campaign Management Service offers you the ongoing, proactive support that you require. Once we have established an overview of your needs, we treat each vacancy separately, taking a full brief, advertising the position through a range of appropriate selected channels and managing the response. You then receive a shortlist of CVs of qualified candidates with full background information, ready for you to interview and select.

Because we subscribe to additional media we have access to several million CVs in the UK and we charge a set fee per annum for this service. Once the fee is agreed it will apply regardless of how many vacancies are advertised during the course of the year.



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Executive Search

An investigative stage is undertaken and upon completion we create a brief which takes into account your organisational culture, the role and your unique selling points. We will then proactively locate candidates from competitors and other relevant organisations and produce a shortlist of interested parties.

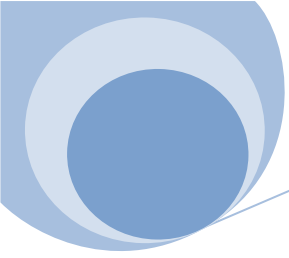
For this service we charge 30% + VAT based on the successful candidates basic salary and is paid in three instalments - a retention fee, delivery of short list and final payment when the successful candidate accepts and starts their role with you.

Candidates.....

As you would expect we hold a large number of candidates on our database. However these candidates are only held if they are actively looking for roles or have advised us they are open to new opportunities. This keeps our database fresh and active meaning that we can be both pro active and reactive to your needs.

In addition we subscribe to additional media that allows us access to millions of active candidates that are looking for that next all important career move.

We also give you direct access to candidates. Our website is fully interactive allowing our Clients to login and view any Candidates that we have. Of course, you may not want to so leave that to us, the choice is yours.



Belgarum Recruitment Ltd

Recruitment that suits you...

Company information.....

Managing Director: Matthew Kimber

Company Registration number: 6654927

Vat registration number: 937 1461 18

Head Office address: 63 Clarence Road, Fleet, GU51 3RY

Telephone number: 01252 623288

Email address: info@belgarumrecruitment.co.uk

Website: www.belgarumrecruitment.co.uk

At Belgarum we have a core principle that we apply to everything we do **'to act with honesty, integrity and transparency'**. We would welcome the opportunity to discuss your requirements further and look forward to hearing from you.