



ALLEN & YORK
INSIGHT

INSIGHT

Retained Recruitment Services





Who are we?

Allen & York is a leading global recruitment consultancy with a passion for sustainable business growth and a speciality in search.

We work responsibly and collaboratively, in partnership with our clients, to secure the most qualified candidates for your vacancies – with a specific focus on hard to fill and technical roles.

We have an enhanced service offering that we would like to share with you, it's called **INSIGHT**.

“INSIGHT - an enhanced retained recruitment service offering. Designed to ensure the alignment of both candidate and employer. Bought together by a mix of technical experience, knowledge and a personalised service.”



What is INSIGHT?

Insight is defined as “An instance of apprehending the true nature of a thing, especially through intuitive understanding”.

At ALLEN & YORK we make it our mission to understand our clients, their industry, their candidate base and the recruitment issues they face. When we know this, we’re well placed to offer a unique consultative recruitment approach, using our technical knowledge and experience to tailor our services to suit your business and recruitment needs.

We want to develop long-term, mutually beneficial relationships with our clients. We like to work collaboratively in partnership with you to support your recruitment strategy now and in the future.

INSIGHT is a retained agreement which uses an agreed process and methodology, to exclusively deliver the right candidates for your roles. With a solid foundation of excellent customer service and understanding,

INSIGHT can include:

Job Analysis

to create agreement on what the role actually is and the expectations of the stakeholders

Comprehensive Search

undertaken by a bespoke team of Research experts in your field

Video Interviewing

to reduce cost or where interviewers/interviewees are across multiple sites

Behavioural/ Psychometric Analysis

to differentiate candidates and make it easier to decide on the best fit for you

Job Analysis/Surveys

The **INSIGHT** solution means the whole recruitment process is managed by one named consultant, a specialist in your field, who takes the time and effort to understand you and your recruitment challenges.

From our initial briefing we work to fully understand your roles, using psychometric analysis and questionnaires, agreed upon by all decision makers.

We use these Job Analysis/Surveys as a discussion document to help stakeholders identify key factors required and to create a benchmark of behaviours. These help determine the role requirements before the actual search begins.

All stakeholders involved in the recruitment process consider what skills, qualifications and experience a successful candidate might need. They are also asked what attributes, qualities and behaviours would best suit to needs of the role. Plus, they determine what some of the organisation definitions really involve, e.g. what does 'ownership' actually mean?

This up-front investment in time, and agreement made, will ensure there is no misunderstanding with the brief, that your requirements are fully understood and provides a solid basis on which to build the selection process.





Search

Once the brief is concluded, your retained Recruitment Consultant will work with our expert team of Research Consultants to conduct a comprehensive search of the market to identify prospective candidates.

Our dedicated in-house team of Research Consultants are trained to locate, screen and shortlist candidates to provide a swift talent resourcing service for our clients. Harnessing the full power of cutting edge technical resources, and the very latest search techniques, to deliver talent. Plus, we have exactly the right human touch to convert these contacts into candidate/client relationships.

Our search team has access to an extensive talent pool of candidates, going above and beyond traditional search platforms such as job boards and LinkedIn. We are able to provide you with the very best most closely matched candidates available in the market, approach passive and active candidates. We are confident that we can unearth the most difficult to find candidates and deliver the very best the industry has to offer.

The resulting short-list of candidates is prepared and, as they matched to the exacting specifications of the brief in the first stage, should more closely fit your requirements than standard contingency searches.

We then use benchmark assessment and questionnaires to help differentiate the candidates and sift-out unsuitable finalists before the interview stage and only call those candidates with the closest match to your requirements to interview.

All the while, saving you time and resource.



Candidate Packs

Candidate packs can be produced to highlight your business in the most professional and compelling way. Providing candidates with as much information as possible to enable them to make an informed decision as to whether your role, and your organisation, matches their experience and what they are looking for in their next move.



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Candidate Pack

www.allen-york.com

JOB DESCRIPTION



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Sales Director UK
Salary: £90,000 + Car + Benefits
Location: UK
Client: Client Company
Agency: Allen & York

Statement of Confidentiality

This document and supporting materials contain confidential and proprietary business information of the Client and Allen & York Ltd. These materials may be printed or photocopied for use in evaluating the proposed position but are not to be shared with other parties.



Key Responsibilities

- To ensure the Company increases profitably in a sustainable way and in an ethical manner in order to fulfil the objectives of its direct managers, shareholders, customers and staff.
- Market development and increasing profitability by products / crops / applications / solutions, with the professional key persons.
- Sales promotion.
- Implementation of efficient support interfaces for the sales team and other support factors, while collaborating with the region management.
- Initiated activity and involvement in achieving business objectives, from the stage of the plans building to the stage of execution and control – regarding the progress and trends and based on the roadmap of Client Company Ltd.
- Responsibility for the results of business objectives defined regarding products / crops / applications / solutions (greenhouses, water, irrigation products, Agronomy, etc.)
- Initiation and implementation of new projects.
- Developing the sales team.
- Analysis and building a multi-year work plan (roadmap) according to clear objectives and by segments, given the strategy of Client Company Ltd Italy and the territory management. Responsibility for implementing the plan through the sales team.
- General management (Finance, HR, Logistics).



Skills and Competencies

Communication/ Interpersonal Skills

- Outstanding communication skills – ability to communicate effectively at all levels, verbally, in writing and in a group setting
- Strong negotiation and sales/closing skills, good I.T. and reporting skills, strong relationship building skills
- Demonstrates and promotes openness; welcoming; listening to and accommodating others' input
- Excellent team worker
- Strong influencing and interpersonal skills, at all levels and across all functions within and outside the organisation
- High degree of emotional intelligence
- High energy levels, highly driven, dominant, independent, sociable, motivated

Technical Ability

- Outstanding track record of meeting challenging sales targets
- Degree educated and/or engineering qualification
- Minimum of five years' experience
- Ability to develop and implement robust processes, from scratch
- Strong analytical ability, enabling rapid development and presentation of value proposition, payback periods etc.
- Clear thinker
- Ability to assimilate and analyse large amounts of data quickly

Productivity

- High energy level, and willingness to travel
- Highly effective at judging multiple projects and prioritising them
- Able to delegate effectively and engage with team remotely, so work continues when he/she is travelling
- Able to work on own initiative
- Goal-oriented and data-driven

Application to Role

- Apply previous experience to help make recommendations to improve and expand sales activities and best practices
- Experience in workwear or similar type product knowledge, account management experience with blue-chip clients, evidence of key account growth.



Psychometric analysis

Behavioural assessment or Psychometric Testing has become increasingly recognised as a valuable source of information when making hiring decisions. There is a wealth of data to demonstrate that using behavioural assessment in conjunction with sound, responsible recruitment methods reduces employee turnover, and it's quickly becoming standard practice for many employers and recruiters.

A CV tells you whether a person has the ideal qualifications and job history but usually it's impossible to tell if a person has the right attitude until you interview them. Behavioural assessment, on the other hand, can provide you with that information in a fair and objective fashion.

So if, for example, you have 10 candidates that look great on paper, a behavioural assessment can help you reduce that shortlist to a more manageable number, and leave you with a much faster interview process.





Video Interviewing

Within the INSIGHT solution, we can offer a range of automated (or even live) video interviewing. In today's global recruitment market this simplifies the recruiting process for both recruiters and their candidates.

To save time and where multiple-stakeholders may not be in the same office or location - let alone the same time zone - automated video interviews can provide a useful alternative to live first interviews.

They can be undertaken at any time, don't rely on masses of scheduling and expensive travel costs. As the role has been defined and agreed upon, tailored screening questions will enable you to immediately screen out candidates that do not meet your criteria, therefore giving you a more select list for face-to-face interviews.

Automated interviewing allows you to assess candidates earlier in the process, to ensure their fit, personality, and motivation meet your expectations - all the while saving time and money.



Personalised Service

Throughout the recruitment process, we will keep you updated on how the search is progressing. Providing progress reports - to demonstrate the number of people approached, interest in the role and suggestions for candidates to be interviewed.

ALLEN & YORK will support you in the coordination of these interviews (video or face-to-face). These are undertaken with an extremely pre-qualified list of candidates, therefore increasing the probability of hiring through this process.

We can also assist with Reference Checking after the completion of interviews. If required at this point, we will conduct reference checks and provide a detailed written report to you.

Offers of employment and candidate resignation can also be managed by **ALLEN & YORK**, whereby we advise on the final offer of employment, make any necessary negotiations and ensure there is no disappointment for either candidate or client. We will also work with the candidate to ensure the resignation process and exit from their current employer is handled effectively and efficiently.



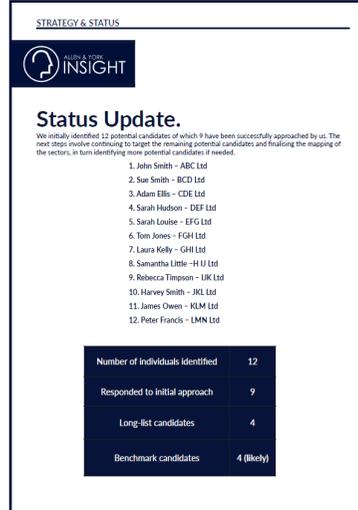
Progress Report

Prepared for:
George Davies, Managing Director & Carol Stevens, HR Director

Prepared by:
Lester Lockyer, Managing Director

Date:
9th February 2019

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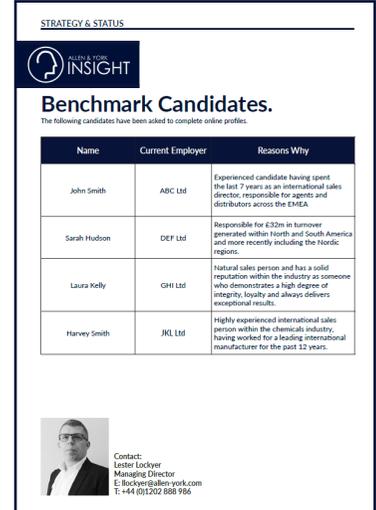


STRATEGY & STATUS

Status Update.

We initially identified 12 potential candidates of which 9 have been successfully approached by us. The next steps involve continuing to target the remaining potential candidates and finalising the mapping of the sectors, in turn identifying more potential candidates if needed.

Number of individuals identified	12
Responded to initial approach	9
Long-list candidates	4
Benchmark candidates	4 (likely)



STRATEGY & STATUS

Benchmark Candidates.

The following candidates have been asked to complete online profiles.

Name	Current Employer	Reasons Why
John Smith	ABC Ltd	Experienced candidate having spent the last 7 years as an international sales director, responsible for agents and distributors across the EMEA.
Sarah Hudson	DEF Ltd	Responsible for £32m in turnover generated within North and South America and more recently including the Nordic regions.
Laura Kelly	GHI Ltd	Natural sales person and has a solid reputation within the industry as someone who demonstrates a high degree of integrity, loyalty and always delivers exceptional results.
Harvey Smith	JKL Ltd	Highly experienced international sales person within the chemicals industry, having worked for a leading international manufacturer for the past 12 years.

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Quick look - process

Psychometric analysis and decision-maker questionnaires help to determine the role requirements before the search begins. This speeds up your final selection process and avoids last-minute indecision.



Your retained Recruitment Consultant and our bespoke Research Team, applies their time and expertise to performing a mix of: comprehensive search of the market, our database of contacts and relevant job advertising. The resulting long-list is high on quality and produces candidates that match the profile determined in the first step.



Video introductions/interviews as require. Saves on travel costs and can be conducted at candidate's convenience. Allows employers to "meet" the candidates remotely.



Benchmark assessment and questionnaire results help to differentiate the candidates and identify unsuitable finalists before the interview stage. Calling to interview only those candidates who have the closest match to your requirements, to save you time and to speed up the final stages of the recruitment process.



The candidate chosen for the role is selected and is more likely to be with you in a year's time due to the efforts taken in the recruitment process.

Summary

Using our retained INSIGHT model:

Improves Communication & Understanding

A consistent, named point of contact who understands your organisation and your challenges

Reduces the overall cost of each hire

Retained Consultants don't have to be briefed from scratch on every vacancy, they are an extension of your recruitment team

Saves Time

Gaining consensus on role profiles before Searching, reduces time later in the process

Improves Morale

By recruiting the right people and identifying candidates that are a strong cultural fit

Reduces costs associated with bad hires

Reduces recruitment costs, time spent on training the wrong people, impact on customers & the rest of the team

Improves Retention

Recruiting the right people, with the right personality fit, who are engaged with your culture improves retention rates



Next steps?

If you think we may be able to partner with you to help your business recruit better people, more efficiently, have a look at our site:

www.allen-york.com/insight

Or don't hesitate to contact us:

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Thank you



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