



HamiltonWebb

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dynamic recruitment consultants

identify, attract, retain and develop the best talents



## how we work

Whether you approach hamilton-webb by a way of recommendation, or are approached by us, the service that you receive will be led precisely by your vacancy requirements, your way of doing things and your company traditions.

We work to add value whilst saving you time, resource and of course, money. We are a well established organisation that starts work precisely according to employer needs.

The company have quickly adapted to a fiercely competed market, and our strength is in customer satisfaction and meeting client demands.

We want to bring together talented candidates to our clients.

# HamiltonWebb

We appreciate the level of investments that our clients place in building a skilled workforce to become competitive in today's market, so we have few options that will suit all types of businesses.

- ▶ **Managed Service** A complete recruitment service from branding to marketing your business. If we cannot match a candidate from our CV Database, we will go out there to find the right candidate. We vet candidates to screening to interviews. One of the most important aspects in bringing talented candidates is through branding. We market your business and conclude all recruitment process until we get the right candidate. This includes overseas recruitment and completing legal contracts.
- ▶ **Resource Management** We supply talented candidates on a contractual basis to meet your demand. It is one of the most widely used services to cut down costs, meet customer demands and have the right talent for your business.

## our managed service

This is our comprehensive recruitment service where we manage, support and provide talented candidates for our clients.

- a) Vetting recruitment requests
- b) Making public announcement of vacancies via newspaper, internet and on our website.
- c) Press advertising of all vacancies and branding client's business to attract talented candidates.
- d) Receiving and vetting applications. Matching your requirements against a caseload of job seekers.
- e) Hosting open days on your behalf to sell opportunities and raise awareness.
- f) Any specialised criteria, candidates must attend a sample test that they can do online to test the competency of the candidate.
- g) Conducting first interview to short lists candidates who fit job description and pass our interview process. Our selection process is one of the best in the business and we are always looking to improve through our client's feedback. We ensure that all potential employees have the necessary skill to perform the requirement of the job.
- h) Assisting HR, Managers and other concern parties in terms of any legal formalities.

## our resource management

A service to support your business by providing contractual staff to your organisation.

- ▶ **Reduce operating costs**
- ▶ **Talented Candidates provided**
- ▶ **No recruitment or advertising costs**
- ▶ **We can replace staff when necessary**
- ▶ **You may offer candidates permanent position**
- ▶ **We manage the staff provided**
- ▶ **We conduct reviews & ensure both our candidates & clients are happy working together**
- ▶ **Boost productivity and meet your customer demands**

**The benefits of Resource Management to our clients have allowed them to balance their profits and with technology playing an important role in organisations, our clients are able to manage their workforce as and when needed.**

# Regulatory Bodies

It is always important for any firm to understand who they forming a business partnership and we firmly believe that it is our obligation to be regulated and set high standard.

To ensure that our clients can place their trust in our firm, we are under going comprehensive regulatory criteria's and we are regulated by the OISC (Office of the Immigration Services Commissioner), member of JCWI (Joint Council for the Welfare of Immigrants) and we are currently in process to become a member of REC (Recruitment & Employment Confederation).

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## Contracts & Legal

Our in house legal team can help start up businesses or even established businesses to draw up a detailed employment contract. This comes as standard with our entire business package to ensure that our business customers are complying with the regulatory bodies.

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## Our Commitment

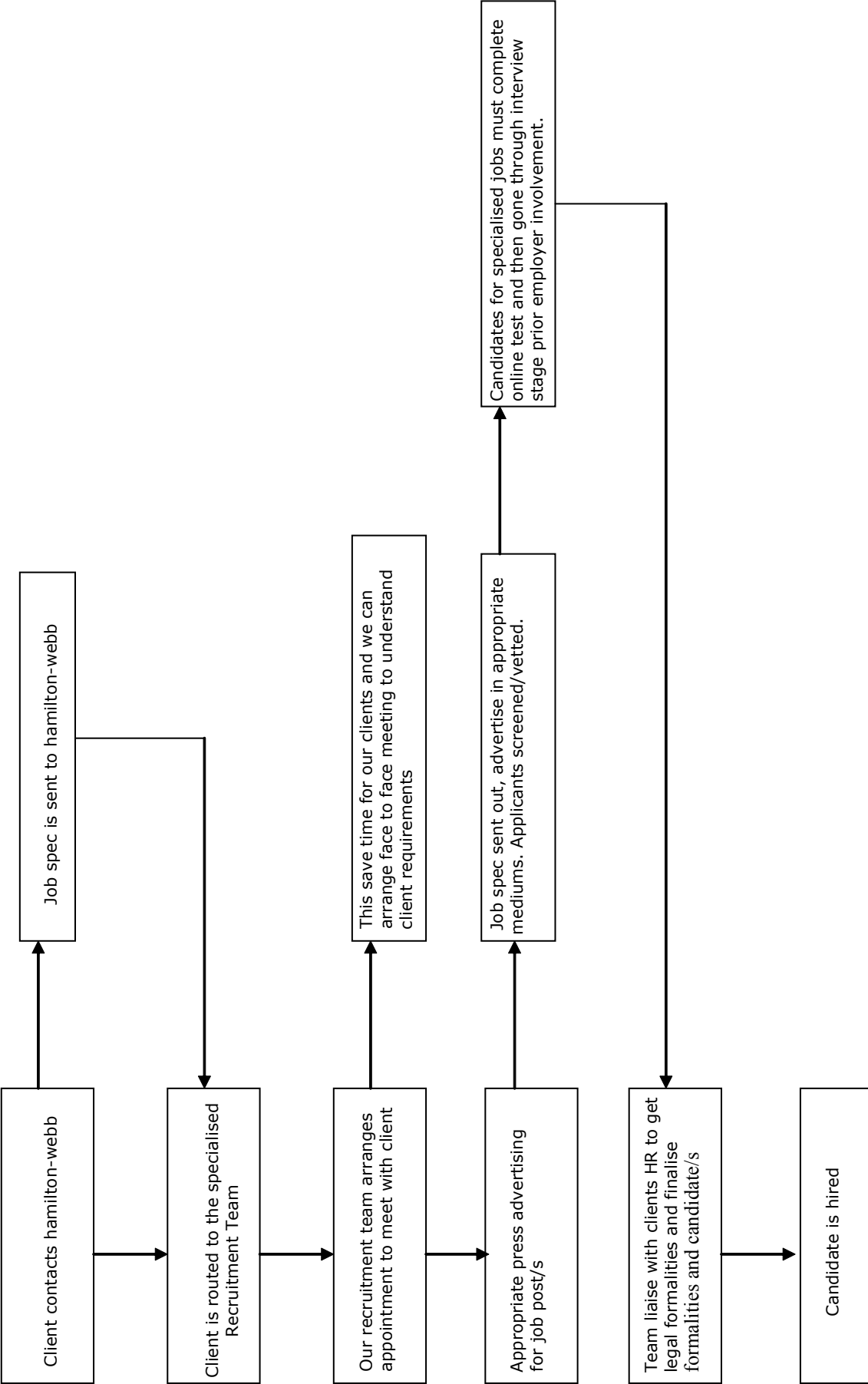
Hamilton-Webb appreciates the level of investment our client places on recruitment and retaining staff and we would like to play an important part to your HR strategy.

We will guarantee to provide exceptional service, talk our clients through each process and meet their demand. We thrive in being competitive on our costing and each client needs are different, hence costing is tailored.

Our consultant will in person to discuss your requirements, whether at your business or in our office and there is no obligation to take our service.

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# our recruitment strategy



# HamiltonWebb

a subsidiary of SK-Associates.Org

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