

Recruiting Process

Begin Recruiting Process
 Gather Detailed Client Project Specs
 Develop Skills Matrix
 Request Resumes and Skills Matrix from Candidates

Review Candidate Information
 Daily/Weekly/Status Reviews Reports
 Candidate Lists
 Project Status
 Candidate Test

Candidate Interviews
 Schedule Candidate Interviews
 Review Results
 Determine Disposition
Candidate is Accepted or Rejected

Hire | Onboarding
Identify Start Date
 Finalize Client Paperwork
 Confirm Candidate Start Date
 Finalize Candidate Paperwork (Maintain Candidate Contact Until & After Project Start)
 Deliver Candidate on Start Date

