

ROLES AT EXECUTIVE AND MANAGEMENT LEVEL

Manager – IT Division

£35-45k basic £0TE 75k+

Location: City

Our client is an independent market leading provider of recruitment search solutions, predominantly focussing on the IT, Risk and Change market. This new role reporting to the Operations Director will focus on the management of the company's IT division across a high profile client base, developing relationships, negotiating agreements, implementing best practice, setting targets, coaching and training of staff etc...

Previous management and sales experience within IT recruitment is preferred, as well as a desire to develop with a rapidly growing business and role. This organisation has very high standards and this role is critical in terms of their future strategy.

Snr. Mgrs. – Finance and Secretarial

£c.45k basic plus car allowance and substantial bonus scheme

Location: Middlesex/London

Due to recent re-structures two of our clients are seeking key individuals to head up two of their most established teams, one in finance and the other in the secretarial market.

The successful candidates will be managing a mix of temporary and permanent consultants as well as administrators and resourcers, be prepared to be hands on with the following key qualities...

Natural sales ability, strong motivational skills, excellent time management, ability to analyse information, committed to developing others, good commercial awareness, strong emphasis on attention to detail, resourcefulness and a passion for recruitment.

Head of Interim x 3 – Banking

£Open basic plus benefits, £OTE Excellent

Location: London

The Interim market is obviously a hugely popular area at present as we currently have three high profile clients looking for key individuals to assist in establishing these areas for them. If you have any exposure to the front, back or middle office environments then please do give us a call, our clients will consider any type/length of experience for the right candidate. If you don't feel you could take on the number one role now, call us anyway!!

STOP PRESS! – Two roles we have watching briefs for, NO 2 to assist Director of Banking for a very established and well known Banking brand, and a Head of Recruitment for a high profile Finance Brand. Call Ruella in confidence.

Regional Director – Secretarial

£Open basic plus benefits, £OTE Excellent

Location: Leeds, Newcastle, Milton Keynes, St Albans and Birmingham

Opportunities like these are few and far between but our client, a well known and highly respected brand across a whole range of disciplines, is seeking a Regional Director for its expanding Secretarial division.

Through your branch network of Operations Managers you will be responsible for ensuring that each office is maximising profits, that internal and external clients are receiving the highest levels of service and that alongside this and throughout all of its business practices that the organisation and its staff are operating best practice within all of its dealings.

Experience within the recruitment industry on a number of levels is essential. As well as a passion for recruitment the ideal candidate will also possess excellent skills at an operational and strategic level.

Operations Dir. – Exceptional Opp!!

£Excellent basic, £0TE Excellent plus share options

Location: London

Our client provides recruitment and search solutions to the Financial and Professional Services marketplace, predominantly within the Insurance and Banking arena.

As part of the senior management team your remit will be to manage the day to day running of the business, both from an operational and sales perspective, driving best practice throughout the business. Previous experience of driving sales revenues, developing senior level relationships, leadership of Sales Managers, producing accurate and detailed business and operational plans is essential. In addition you will be involved in the recruitment and development of other key individuals in the business and taking ownership for all new brands as they are developed. If you want to join a vibrant, rapidly growing business at a senior level, call us today.

Operations Manager – Secretarial

£c.35k basic, £OTE Excellent

Location: Milton Keynes

The Milton Keynes office of this high profile secretarial recruiter is currently key to the organisations further expansion in the area and requires a true Business Leader.

Your key tasks will include maximising sales revenue from new and existing clients through client meetings, preparing tenders and proposals as appropriate. You will also be responsible for ensuring that the PR and marketing of the office is professional and effective, attracting good quality candidates, the recruitment, retention and coaching of staff, setting objectives and conducting appraisals and performing to a high standard all other duties typical of a role at this level.

Full P and L responsibility will be given to the successful individual, for further details call Ruella.

Referral bonus currently at £300.00 for January (conditions apply).

Ruella James is 3 times winner of The Recruiter Award for Excellence

ROLES FOR EXPERIENCED CONSULTANTS

Graduate Recruitment – Media

£30-35k basic plus commission, £0TE Excellent

Location: West End

Our client a well respected media recruiter is looking to expand their very successful graduate team. If you are a consultant/senior consultant looking for your next opportunity and think that you have what it takes to lead a team billing in excess of £500,000 a year, then this could be the role for you.

Ideally you will have worked in the graduate or media sectors previously, but our client is happy to cross-train individuals used to dealing in a high volume recruitment environment. The office environment is informal yet professional with a good work-life balance.

Account Managers – Banking

£20-30k basic plus commission, £0TE 70k+

Location: Central London

This client has won literally every business and recruitment award going! They are an exceptional company who recruit exceptional people and they urgently seek two new consultants of staff for their Senior Banking Team.

The ideal candidates will have some previous recruitment experience within any sector, have sound networking and head-hunting ability coupled with excellent client and candidate control skills. As the roles involve working at the senior end of the market, polish and credibility are paramount.

Previous experience within an account management environment would be ideal.

Consultants – PR/Marketing/Media

£ Very negotiable, £OTE Excellent!

Location: City

Established for over 13 years and about to move to larger and very beautiful offices, our client seeks two consultants with experience or an interest in one of the above markets.

They offer excellent training, in and out of house researchers to assist with candidate flow as well as a superb advertising budget.

For the right candidates above market salaries, benefits and commission schemes are on offer. You will earn 30% of billings after a threshold, 25 days paid holiday, five paid 'duvet' days and a generous expense account. They can also offer flexible working and the potential to work from home where necessary, Interested? Then call us today.

Work 4 days! – Excellent OTE!

£25-30k basic, £OTE Well above market rate

Location: 2 days from home, 2 days in the London West End office

This is a fantastic opportunity which cannot really be explained properly within the confines of this advertisement. However if you can bill over £120,000 a year you'll earn £50,000 plus, take that to £140,000 and you'll earn £60,000 plus, £160,000, £75,000 plus and so on. There are no gimmicks or catches, the organisation is run by a well known industry professional, is successful, cash rich and expanding and this is a once in a life time opportunity.

The company operates in the marketing and communication sectors but welcomes individuals from any recruitment discipline. Whatever your age, background or circumstances call Ruella now for more details.

Candidate Consultants x 2

£18-23k basic plus bonus

Location: City

Two of our best clients are currently seeking to fill newly created positions for consultants to manage the attraction and retention of candidates into the business. Key responsibilities will include checking CV Inboxes, registering and interviewing prospective candidates, coding and inputting information on to the database and sourcing candidates, through the database, referrals etc.. In addition you will be liaising with clients organising interviews, briefing candidates on the roles and taking feedback. In order to ensure a good quality supply of candidate you'll also need to keep in regular contact with registered candidates.

Excellent training and development on offer for the right candidates.

Other Opportunities

We can obviously only advertise a very small selection of the current opportunities that we have available. We have over 1,000 roles registered covering in particular the following recruitment sectors:

SECRETARIAL, FINANCE, BANKING, HR, IT, SALES, MEDIA AND MARKETING.

If you have experience in these areas or are looking to cross train and want something a little different call Ruella or Katie in confidence to discuss your options.

We operate at all levels across the UK and offer an efficient but personal service.