

# ROLES AT EXECUTIVE AND MANAGEMENT LEVEL

## Manager - HR Recruitment

Basic c. £40k, £OTE Excellent

Based - Central London

Our client a successful award winning consultancy currently seeks a Team Leader/Manager for its HR Recruitment Practice working in the Commerce and Industry arena, covering both the temp and perm marketplace.

The team currently has two staff members in place generating in excess of £50,000 a month and is forecast to increase to four ASAP. Key operational tasks will include: People Management, Performance Management, Training and Development, Recruitment and Retention and Operations Management. The forecasted growth plans for this area make this an exceptional opportunity for career progression, earnings growth and personal development.

## Manager - Finance Recruitment x2

Basic c. £40k, £OTE Excellent and car allowance

Based - Thames Valley

Due to a recent re-structure and the creation of a new role, two of our clients in the Thames Valley area are seeking key individuals to head up two finance teams. 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.

The opportunities available to these individuals are excellent and this is a very exciting time to join these two outstanding organisations.

## Team Leader - Managed Services

Basic c. £35k, plus Excellent £OTE

Based - London

This is an exceptional one off opportunity for a candidate working in the secretarial recruitment market looking for an opportunity to manage a team servicing a number of very prestigious key accounts.

Your key responsibility will be to account manage and offer a very high level of customer service to both clients and candidates alike within the managed services division, maintaining and growing the business within the accounts exceeding performance standards as detailed in the yearly business plan and act as a mentor and role model to the consultants in the team.

Your details will include performance management, training and development, account management and candidate generation.

## Managing Consultant - Snr. Level IT

Basic c. £50k plus Excellent £OTE

Based - Central London

Our client, a well known and very respected brand, seeks a commercial and entrepreneurial individual to head up its permanent IT team of 8 consultants. Predominantly working on Business Facing roles from £40,000 plus including, Project Managers, Operations Managers, Marketing Managers Business Analysts etc... this is a fantastic opportunity to cross train in to this highly lucrative sector from another discipline or for a candidate currently working in IT to take their career to the next stage.

Our client prides themselves on their extremely professional and consultative approach and seek a like minded individual to lead the team from the front acting as a role model and mentor to a mix of consultants. The ideal candidate will have strong recruitment skills, be happy to be hands on, winning business and delivering on it alongside their team.

## Manager - Marketing Recruitment

Basic c. £45-50k plus guarantees and Excellent £OTE

Based - Central London

An exceptional Manager/Team Leader is sought within the established marketing recruitment division of this successful consultancy to establish a greater presence within the Professional Services market. This will encompass, management consultancies, property, legal and financial services organisations.

Your team will be placing Senior Level individuals within these areas and you will be given the responsibility to recruit your own team, produce and execute your own business plan and working alongside the Director, put in place a strategy that will ensure your greater success. Previous experience in this market although helpful is not essential as the company has a very established training and development team in place to support you as well as an excellent reputation, culture and reward system.

## Associate Dir. - Banking Recruitment

Basic c. £50k plus car allowance and Excellent £OTE

Based - Central London

A very successful Banking Recruiter is currently seeking to strengthen its management team with the hire of a key individual to help take the organisation to the next level. The ideal candidate will currently already be in this role looking for a bigger opportunity or at an MC level looking to be able to take their career to the next stage. Whilst experience in the Fund Management or Investment Banking sectors would be preferable the most important factor is that the candidate has strong man management experience.

Responsibilities will include, but are not limited to, the following: Financial Responsibilities, Maintenance of Current Working Practices, Client and Candidate Generation, Recruitment, Planning, Budget Responsibility, People Development and Performance Management.

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

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

# ROLES FOR EXPERIENCED CONSULTANTS

## Graduate Recruitment – Media

Basic c. £30-35k plus commission, £OTE Excellent

*Based – 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.

## Interim Desks - Finance/Banking/HR

Basic c. £40k, £OTE c. £75k year one!!! – Guarantees available!

*Based – Central London*

The Interim Market is a hugely popular area at present and our clients are keen to recruit good temp controllers looking to take their careers to the next level. The interim market is also incredibly buoyant and therefore very very lucrative plus you'll be working at the senior end of the market where candidates can earn up to £2,000 a day!

If you have any exposure within the Finance, Banking or HR arenas within the private or public sectors at whatever level then we want to hear from you. We have a number of very good opportunities available and you'll find that your billing and therefore earning potential could substantially increase over-night.

## Consultants – PR/Marketing/Media

Basic very negotiable, £OTE Excellent!

*Based – 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.

## Secretarial Recruitment Consultants

Basic c. £30-35k, Commission £25-30% of billings

*Based – London/Home Counties*

It's difficult to know where to start. There have always been numerous roles available in secretarial recruitment but few really exceptional opportunities paying the level of basic salary and commission displayed above. We're lucky enough to be working on some really great opportunities at present. For example we are recruiting for three hot desks working in the financial services and legal arena. Looking for something a bit different why not work for a niche boutique recruiting in to the advertising/media fields, or perhaps you'd consider a 'start up' where you'll be leveraging off the client base from their very successful other brands?

Whatever it is that takes your fancy call us today. We have always had an excellent track record in secretarial recruitment and we're always keen to speak to high street recruiters looking to move into a consultancy role.

## Candidate Consultants x 2

Basic to £25k plus bonus

*Based – City/West End*

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.