



Agile Recruitment Project Management

A fast and cost-effective solution for SMEs and beyond

Providing an **Agile Project Managed Service** as a Recruitment Partner may not be the norm, but we like to be different.

An end-to-end Project-Managed Recruitment Service ensures access to a dedicated Account Manager when you need it, offering **value-delivery** and a **business-focused collaboration** which could be the solution to growing your business.

With just three set payment schedules across the length of the project, this will enable you to have a clear focus on costs and payment dates. The first payment due at Phase #3, the second at Phase #4 and the final payment due at Phase #5 (on your new employee's first day).

Our continuance of service comprises our after-placement debrief, ensuring we have met our agreed KPIs and exceeded your expectations.

A reduction in your time spent on hiring new staff and the admin that goes with it, means you can focus on running the business and scaling into new markets.

Is this the solution you have been looking for?



Deploying elite security cleared talent into the
UK Defence Sector is OUR mission and unique expertise

Phase #1 Value Delivery

- We will book time to discuss the project at a high level with the decision maker either in person or via a Teams virtual meeting.
- This meeting will establish obtaining financial approval, understanding the core business, identifying your major competitors, understanding your company culture and ethos, establishing location of work (on-site, hybrid, remote) and working through requirements such as benefits, salary range and even dress code.
- We'll gather information from you to document budget, timeframe, urgency, implications if the role isn't filled and your expectations.
- A full 'under the microscope' approach to fully understanding your needs.
- Our assurance that we will deliver working solutions through a highly-valuable service, and our continuous attention to excellence is our priority.



**Discover
the value
in the solution**

Phase #2: Business Collaboration

- Detailed discussion of scope, timelines, costs, quality, communication, risk and resources.
- Establishing if this is a new vacancy, one that is being re-advertised (and why) and how long the vacancy has been open. Discuss if this a vacancy to expand the team or fill a vacant position (and understand why the person left/is leaving).
- Understanding the single most important 'must have' and why this is so important.
- Setting out the essential skills and expertise required to fulfil the vacancy.
- Your wish list.
- Your timeline.
- Your interview format.
- Setting the stage for exclusivity with Pimento.
- Matching you with the right Account Manager to facilitate your requirements.
- We welcome changing requirements, even late in the recruitment stage as this ensures we are harnessing change resulting in finding you candidates that will give you that competitive advantage.

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**Collaborating
ensures we are given
business critical information
to enable us to adjust and adapt
to any new requirements
and act immediately**

Phase #3:

Recruitment Dynamics & Company Culture

Vacancies will be advertised through various job boards, LinkedIn, social media platforms, CRM candidates and via our extensive network. If vacancies are not permitted to be advertised for security reasons we will adopt a head hunting operation. Our AI search platform delves deeper into the standard candidate search methods which expedites the search.

Screening and Shortlisting

- We will assess CVs against job requirements.
- We will conduct initial phone or video interviews to filter candidates to ensure they are suitable for not just the vacancy but that they also meet the values and expectations of your company.
- We will create a shortlist of candidates who meet the criteria and profile these to you using our bespoke profiling methods.

Interviewing

- Our Account Managers will co-ordinate remote or in-person interviews with shortlisted candidates as required.
- Your Account Manager will co-ordinate structured interviews, including behavioural and technical assessments as required.
- Co-ordination of aptitude tests, technical tests, or personality assessments as required.

Selection

- We will contact previous employers to take testimonial references.
- We can perform criminal, credit, and other relevant background checks (at an additional cost)
- We can be your sounding board to help you to select the candidate(s) who best fit the role and your company culture.

Payment 1 of 3 due

Phase #4: Offer & Negotiation

- We will facilitate the offer and negotiation stage, working for both parties in equal measure to ensure a mutually-agreeable outcome.
- Offer letter and contracts can be sent by us to your new employee using your company branded letterhead via DocuSign.
- Confirmation of delivery of any IT equipment.
- Co-ordination of start date, time and location.

Payment 2 of 3 due



**Co-ordination
Communication
Confirmation**

Phase #5: Monitoring, Retrospectives & Closing

- Measured tracking, reviewing and regulating project progress with accountability to ensure that projects stay on track and remain time-critical. Sharing our data with you as required.
- Reflection on end to end process, timescales, achievements. Discussions as to how to be more effective for future requirements.
- Candidate onboarding is complete.
- We will liaise with you and your new employee right up until the first start date.
- We will send a welcome card to your new employee and make sure that they are fully prepared on location, timing, dress code and what to bring/expect if meeting on site.
- The same will apply for all remote positions such as ensuring all equipment is provided and has arrived.
- On your new employee's first day, we will submit our invoice for the final payment.
- Our after-placement debrief ensures we have met our agreed KPIs and exceeded your expectations.
- After your new employee has passed their probation period, Pimento Connection will arrange for 50 trees to be planted by Veterans through www.carma.earth in your company name.
- All project activities, delivered, completed, discussed and closed.

Payment 3 of 3 due

Monitoring all processes
Optimising as required
Striving to learn and adapt

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Virtual Assistance



Your Time-Saving Virtual Partner

Virtual Assistance

We understand the value of a well-managed service.

We know that not all companies have a dedicated HR team or are large enough to warrant an annual salary for an additional member of staff to take care of the much needed admin tasks involved when making new hires.

Onboarding staff can be a full time job sometimes but if the budget is not available then we have a cost-effective and sensible solution.

Our VA support not only onboards new hires but also includes the set-up of Breathe HR, the input of data and maintenance of the HR database if required. Signing an NDA will protect your employee's information and that of your company.

Combine it with our recruitment service for a sensible, easy, cost-effective way to build your team while you focus on scaling into new markets.



**Enabling you to scale
into new markets**

The Details

One-off initial payment of £500
Followed by £350/month for >10 employees*
2 hours' support each month

- Set-up of Breathe HR including contacting users for personal contact information/NOK
- Input and manage data for all users (employees) into Breathe HR
- Uploading all professional certificates, passport, clearance and all signed documents from DocuSign
- Creation and management of Citation Health & Safety CPD training account (if required) including annual CPD renewal prompts
- Co-ordinating onboarding process for all new staff including: interview process, shortlisting, offer letter via DocuSign on your company branded letterhead
- Sending contract of employment and any other company documents that require a signature via DocuSign using your company branded letterhead
- Engaging a suitable payroll company if required
- Payroll information gathered and circulated for new starters - enrol as required
- Co-ordination of candidate personal documentation onto Breathe HR
- Support of clearance process ensuring the provision of required documents
- Circulation of company handbook via DocuSign
- Company documents added to Breathe HR and allocated to employees as instructed
- Company documents updated as required**

* Monthly cost for additional employees available on request

** Any additional administrative requirements @ £100/hour

Your Business

Whether you are receiving **Angel/Seed** funding or you are at **Series A, B** or **C** stage, a Project Managed Recruitment Service can provide so much more than just CVs.

In the **early stages of a funded business concept**, quality talent is essential. Having a devoted recruitment team behind you will be an attractive element in your discussions with **private equity investors**.

If your business is at the **rapid growth stage**; if you are considering or making **acquisitions** from your competitors to **increase your market share**; if you are developing and offering **new products or services**, your **need for quality talent will also grow** as you move your business forward.

If you are looking for a time-saving option, bringing return on investment whilst giving you the ability to advance your business, a **Project Managed Recruitment Service will give you that confidence**.

For just £650/month we will provide your business with the virtual admin support required to enable you to continue moving in the right direction without the need for an additional employee to co-ordinate the onboarding and administration that goes with an ever-increasing workforce.

Recruitment fees are charged separately.

Make the connection.



'A great Recruitment Partner to have in our industry!'

'The Pimento network seems boundless and the answer is always yes'



'The value can be seen from the very first meeting'

'Communication was fantastic throughout and the position was filled very quickly'



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A trusted Recruitment Partner for the UK Defence Industry



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