



# HR Business Partner

**Area of Expertise:** Fixed Term Contact (FTC) & Permanent    **Position recruiting:** HR Business Partner    **Timescale:** 2 weeks

## Overview

Siamo Recruitment are an integral part of our PSL thus we need to ensure that when a role becomes live they react and support our partner.

For any specialist roles we look to agree a site visit as soon as possible to discuss the key points of the role. This was agreed with procurement and we attended with 12 x hours of receiving the job. We met with procurement and the HR Director who confirmed that we have a 2 x week timescale to work to, plus we got further direction of what skill set within HR they needed them to specialise in, the dynamic of the individual and how they see them supporting their role.

Within the meeting we completed a full COP and sent this over to the HR Director for their perusal and sign off.

After the meeting we visited the working environment and met with the team that they were to manage. Returning to the office our CRM was searched and found 2 x potential candidates, but still placed adverts on job boards, website and social media.

A further 4 x candidates were selected for 1st stage telephone interview. From this 4 were taken to the next stage where we selected 3 x CV's to be sent over to the Client. This was all completed in a 48 x hour window.

Interviews were set for the following Monday and 2nd interviews diaries for the Thursday. Out of the 3 candidates 2 were selected for 2nd interview and the successful candidate was confirmed and started on the Monday.

## What the customers say:

"Siamo Recruitment have been a true partner in our business, regularly going the extra mile in meeting our requirements often at short notice. Siamo are our preferred choice for our head office temporary and permanent recruitment and an integral part of our team in the support of staffing, legislative requirements and market research."

- Procurement and Implementation Manager