

TQM Solutions

RECRUITMENT



Recruitment

Recruitment is one of the most important tasks that a company undertakes and can be costly and time consuming.

However companies often do not spend time training those people involved in the process or ensuring that their process comply with current legislation.



Benefits to your organisation

Placing the right people in the right jobs reduces the staff turnover rate and the costs involved with constant recruitment.

Time spent focusing on this activity alone is time well spent and an investment in the future of the organisation.

Training the recruitment team is vital and will help boost the confidence of the recruiters as well as improving the calibre of the workforce.



How we can help

TQM Solutions will work with you to design a recruitment package that meet the needs of your organisation

Legal context of recruitment	Job description and person specifications	Finding the candidates – advertising
Short listing	Selection methods – interviewing & testing	Record keeping
Taking up references	The Job offer	Probation and induction



Where do we operate?

- On-site

We will train your management team to introduce a Recruitment and Selection process on your premises and use your meeting rooms, or your offices, or we can even use your operational working space

- Off-site

If preferred, we can arrange local meeting rooms away from the day to day business environment



Your Next steps

For more information, about our Recruitment Solutions, please visit our website:

www.tqmsolutions.co.uk

If you would like to discuss how we can help you develop a Recruitment and Selection solution for your business, please contact us by telephone

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