



Essential Recruitment & Consult is a progressive labour hire company offering services in Australia and New Zealand.



**EMPLOYEE
DRIVEN
INNOVATION
IDEAS**

We Deliver

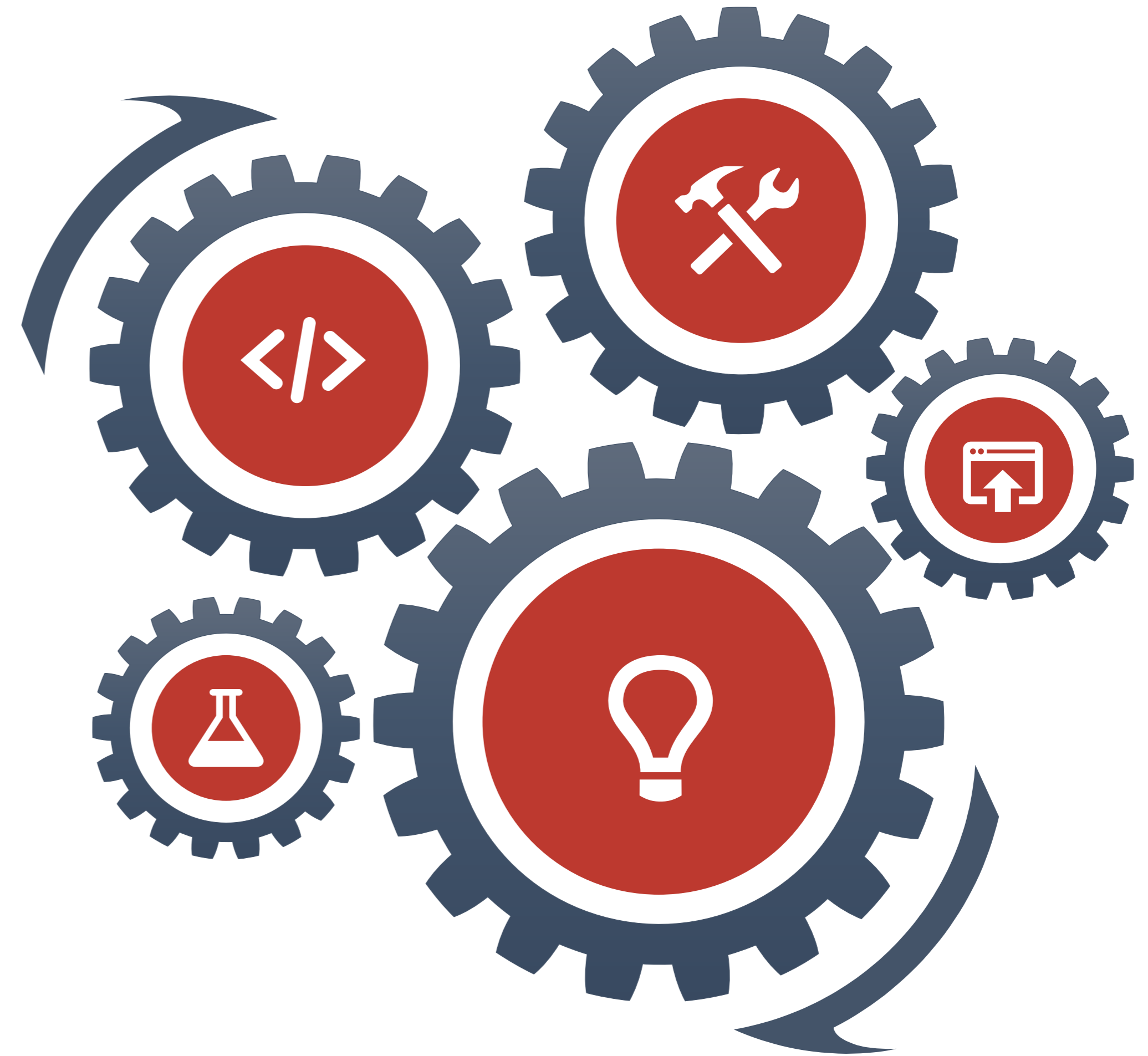
Essential Recruitment & Consult an innovative and progressive labour hire company offering services in Australia and New Zealand. We provide a quality of service that is superior to any of our competitors.

In addition to the standard labour hire process and service, Essential Recruitment & Consult created and effectively delivered solutions to assist with staff management, staff rosters, new hire training, time & attendance, on-going work health and safety awareness and our dedication in maintaining up to date government and legislative requirements.

Key Benefit

Essential Recruitment & Consult offer Industrial Relations expertise, we happily share our knowledge and provide input on new trends or mechanisms to ensure that they derive some benefit through collective bargaining.

We assist organisations in developing, writing and managing their bargaining processes; and reduce the need to use costly legal services - expenses which can quickly become excessive.



Our Expertise



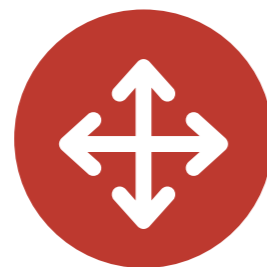
We believe that the basis of our steady success is our consultants. It is their established credibility, education, ethics, work and life experiences that bring a unique aspect to our business and differentiates us and the service we provide from others in the industry. At Essential Recruitment & Consult we don't make empty promises, we focus on what we know we can deliver



We take pride in delivering a flexible service to enable us to work hand in hand to ensure the ongoing success of your business



We don't use outsourced call centres, therefore we have an increased response time, lower overheads and understanding of our individual employees' skill set and availability



As an organisation committed to providing a quality service, we place emphasis on customer satisfaction (both our clients & candidates alike) and in providing genuine, innovative, cost effective and compliant solutions that deliver improved performance and save money

Recruitment Process

“Our commitment in providing the best recruitment service is backed by our valued and recognised personal approach and a technologically advanced business model that gives us the ability to assemble a team of skilled candidates for both short and long term employment within two hours”

Integrated Talent Management

Recruitment

- Search existing database for suitably qualified candidates
- Where required, advertise for suitable candidates
- Evaluate candidate applications against Key Performance Objectives
- Manage position talent pools
- Pre-screen telephone interview, short list candidates
- Prepare interviews from successful pre-screened candidates
- Conduct Interviews and internal testing
- Complete reference checks
- Carry out pre-employment drug and medical checks
- Complete criminal history background check

Separation/Retire

- Employee exit Interview
- Unemployment claims management
- Termination assistance & guidance

Succession

- Mitigate risk
- Talent pipeline
- Strategic succession pathways
- Personalised development plans



Onboarding

- Company information & video
- Employee handbook
- Maintain employee files
- Online web based HR/Payroll System
- Online submission of TFN to ATO
- Employee Relations Management

Essential SAFETY

- Relevant safety awareness online course
- Internal Induction
- Client specific induction (Optional – requires client approval)
- Ongoing safety awareness course every six week
- Toolbox talks every six weeks
- WHS recordkeeping

Performance

- Performance evaluations & tracking
- Behavioural assessments
- Employee satisfaction surveys
- Client feedback surveys

Managed Talent Pipeline

We are passionate about the calibre of employee we supply therefore our consultants and our technologically advanced business model allows us to mitigate risk by developing and managing our talent pipeline

Understand Workforce Potential

- Determine role criticality
- Identify high performers
- Mitigate flight risk
- Understand employee aspirations

Employee Career Progression

- Succession pathways
- Identify skills gaps
- Create development plans
- Allocate training courses

Talent Pools

- Match high potential employees to critical roles
- Compare candidates suitability by:
 - Skills;
 - Performance;
 - Potential and;
 - Aspirations

Managing Performance

We maximise performance and potential of all our employees with customised performance appraisals, client feedback surveys and comprehensive reporting and analytics

Performance Appraisals

- Configured appraisals based on client requirements
- Goal setting
- Competency models
- Development plans
- 360 reviews

Client Feedback

- New hire client feedback survey
- Skills performance surveys
- Sign-offs and approvals

Learning

- Personalised learning plan
- pre-built eLearning courses
- Policy acknowledgements
- Assessments & surveys

Essential Safety Awareness

We provide short courses on relevant work health & safety awareness tailored to your work environment. Together we choose 8 safety topics for the year and every six weeks we host toolbox talks, online safety awareness courses and with client approval we supply safety posters to match the approved safety topic



Tool Box Talks
every six weeks



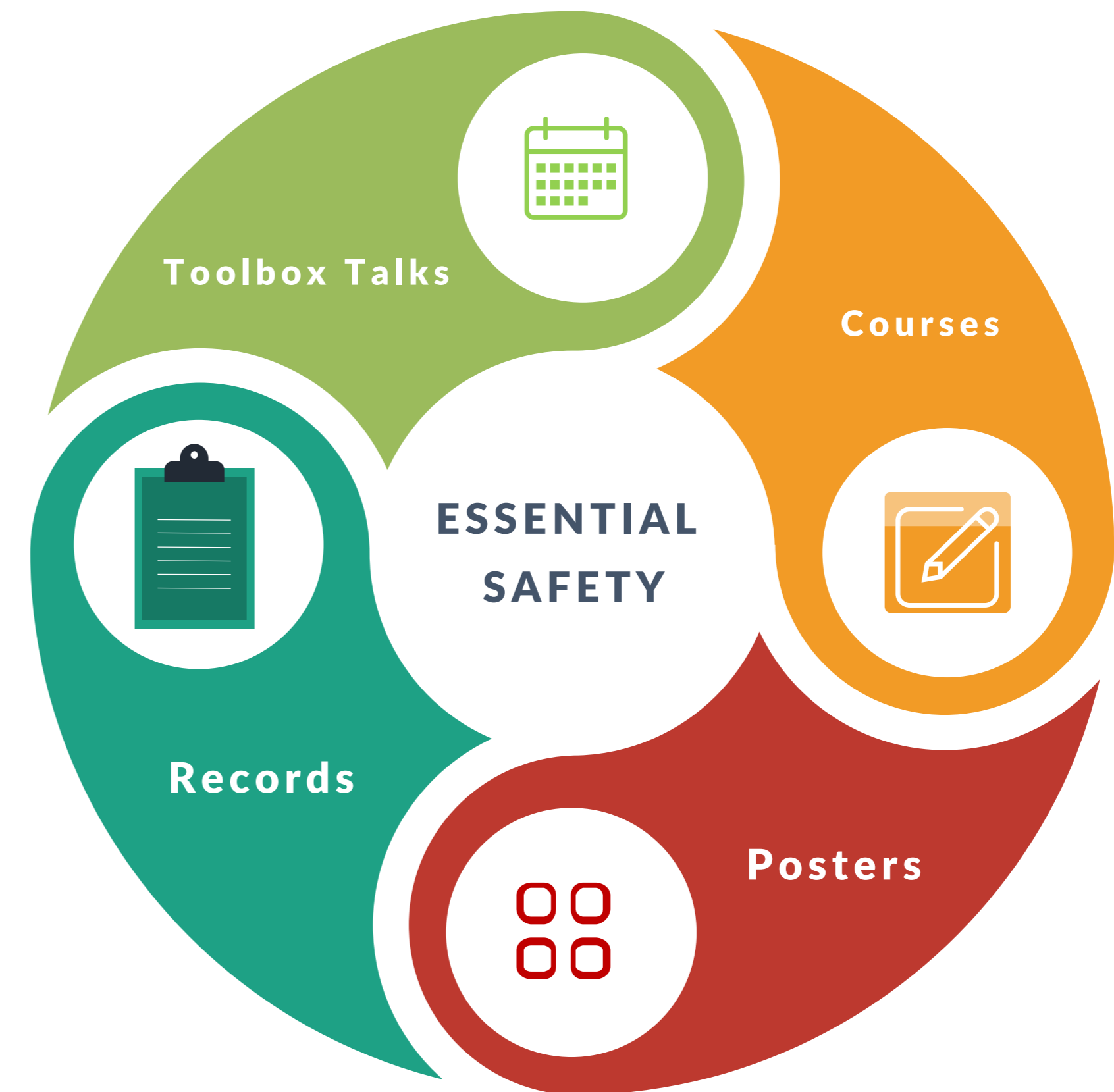
Online Safety Course
every six weeks



Safety Posters
safety posters to match the safety topic changed every six weeks



Record Keeping
all safety awareness training is added to employee profiles and electronically signed



Risk Strategy



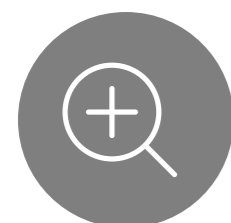
Training our employees on workplace policies and complaint procedures leads to consistency in understanding rules, discipline and response to complaints.



We document all employee incidents including problems and disciplinary action to assist if a lawsuit should arise



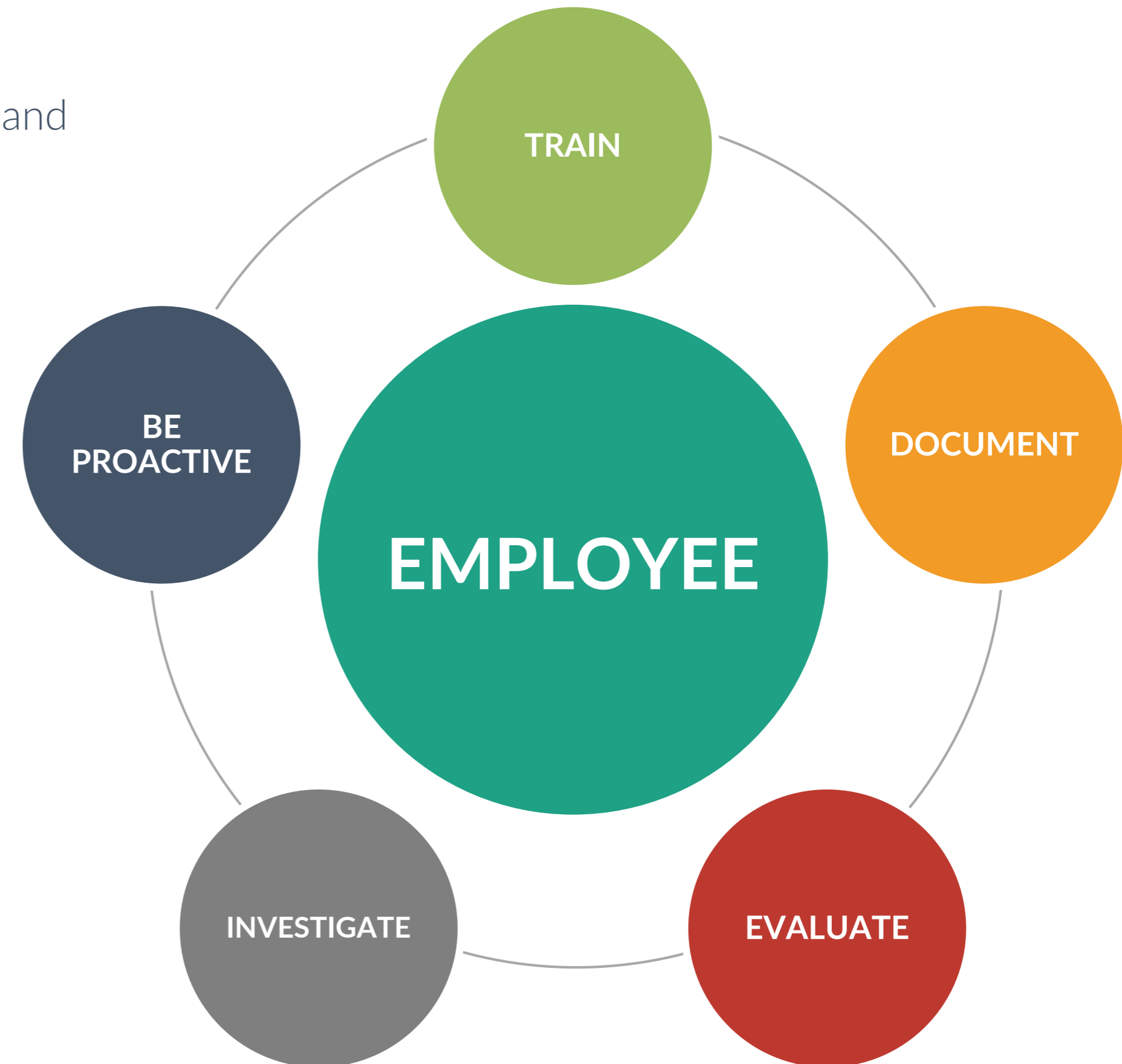
Conduct regular employee evaluations to discuss and document poor work habits



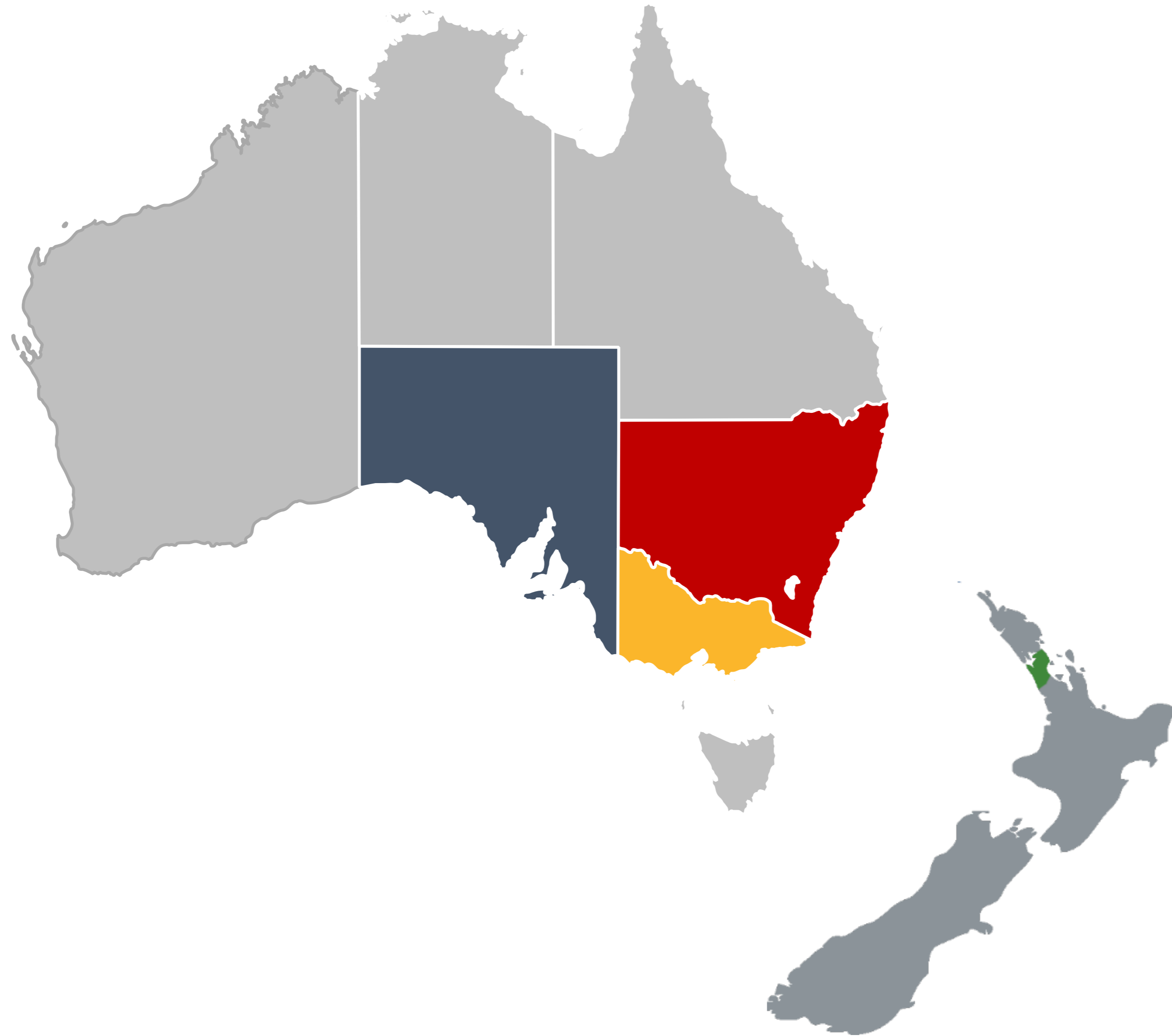
We investigate all claims and complaints thoroughly



We confront problems and look for a solution immediately, when uncertain, we consult our legal department. We stay abreast of changes in employment law that relate to duties and obligations to employees



Essential Locations



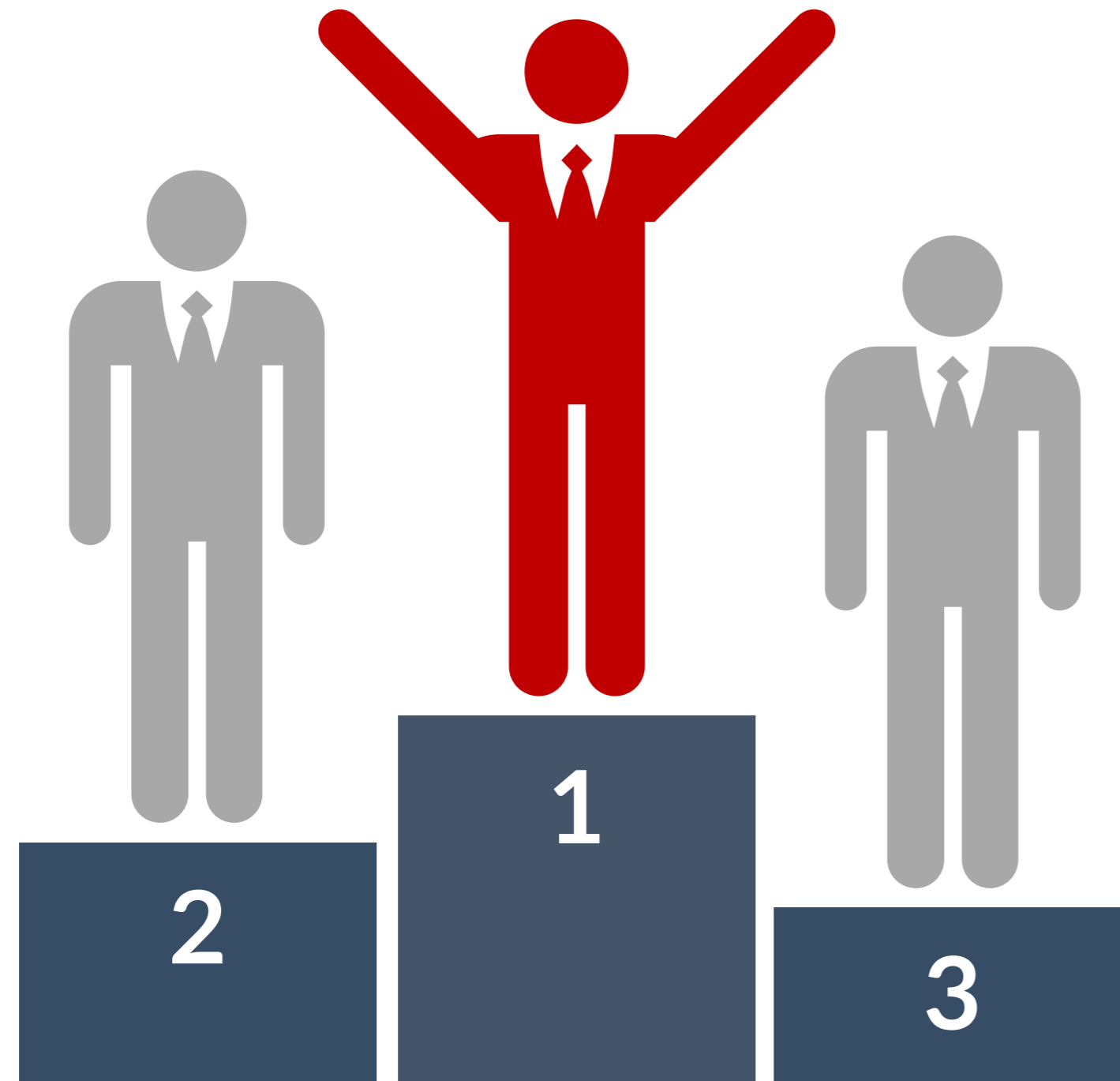
Sydney, NSW

Melbourne, VC

Adelaide, SA

Auckland, NZ

Why Choose Us



RESPONSIVE

Responsive and attentive with fast turnaround

RELATIONSHIP

Ongoing dialogue and partnership to build long-term relationships with clients and candidates

DEDICATED

Dedicated, site based consultants for key clients

INDUSTRIAL RELATIONS

Industrial Relations expertise providing advice on procedures to client specific issues

Conclusion

We are available to answer any questions you may have and look forward to discussing this opportunity further.



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