

## **ADVICE FOR CLIENTS**

### **CHOOSING A RECRUITMENT AGENCY**

Deciding which recruitment agency to work with is a significant business decision. A good recruitment agency can add huge value with up-to-date expert advice and introducing consistently strong candidates. But a poor choice of recruiter can waste time, money and resources!

When choosing a recruitment agency to use, consideration should be given to their screening and evaluation process.

Here are some factors to consider when choosing a recruitment agency.

#### **(1) Understanding and mapping your staff needs**

What areas of the business do you need to grow? What kind of skills and experience do your new appointments need to have? Would your business needs be best met through a temporary contractor, a permanent employee or a freelance consultant? The best recruitment agencies should work in partnership with you, advising on planning your staff needs for both the immediate and longer-term future, based on your business needs.

#### **(2) Industry sector specialism**

An agency that specialises in your industry sector will be able to give you detailed advice about the candidates available in your industry. They will understand the candidate market, be able to tell you whether what you are looking for is achievable and what the 'going rate' is for those candidates.

#### **(3) Job advertising expertise**

The best recruitment agencies will work with you to write a job description and candidates brief that is likely to attract a significant amount of high quality candidates in your industry. Through maintaining good long-term candidate relationships, the best recruitment agencies should also be able to source off-market candidates through their existing networks.

#### **(4) Excellent industry reputation**

The best recruitment agencies will be able to provide client testimonials and case studies to illustrate their reliability, credibility and success. Visit each recruitment agency's website and check out their client portfolio. Do they work with other companies in your industry? Call the companies and enquire about their reliability, professionalism and ethics. Ask about your recruitment consultant's experience and follow this up with your own research.

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### **(5) Costs**

Many organisations choose a recruitment agency based purely on costs. But the cheapest is very rarely the best, and many will cut corners such as not meeting all their candidates or undertaking full compliance before putting candidates forward. This can waste your time and resources later down the line.

### **(6) In-depth screening processes**

The last thing you need is to be handed 20 CVs and left to figure out which ones are best suited for your role. A good recruitment agency will spend considerable time pre-screening candidates, and only introduce you to people who are an excellent fit.

### **(7) Registered and qualified**

If the recruitment agency you're considering is based in the UK, they should be aware and able to demonstrate an understanding of current employment law and ethical standards.

### **(8) Employee Retention Rate**

A good recruitment agency should have a high employee retention rate. It's all very well to boast about filling 100% of client vacancies, but if half of their candidates quit within 12 months, this should raise concerns.

### **(9) After-sales service**

Once a candidate has been placed in a role, your recruitment agency shouldn't disappear. At CLD Recruitment we maintain regular contact with all our clients, even after placing permanent candidates with them. Many of our clients have continued to use us since we were first established.

All CLD Recruitment clients benefit from our highly tailored and personalised service. We'll work with you to establish what skills you need in your business, adding valuable market insight to your recruitment planning process. We will then ensure that we find you the best possible candidate who will make a real difference in your business long term.

To find out more and discuss your requirements, call 0113 829 3380 or visit [www.cldrecruitment.co.uk/why-choose-us](http://www.cldrecruitment.co.uk/why-choose-us)

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