



EMPLOYER'S HANDBOOK

Useful Recruitment Guide





Thank you for downloading the employer's handbook, in here you will find lots of useful information on international recruitment and the services provided by Skills Provision.

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Introduction

The aim of this handbook is 2-fold

1. To de-mystify the subject of international recruitment
2. To advertise the services of Skills Provision

The employment world is shrinking, not literally but metaphorically. Multi-national workforces are growing in popularity. This is an understandable phenomenon when you consider the cyclical nature of recruitment. Demand is generally a constant whilst availability can vary. It's these variations in availability that causes the biggest problems.

Preparation is the key to effective recruitment, all too often companies embark on their journey without considering the bigger picture.

Recruitment is a serious subject, get it right and a company increases their chance of growth and prosperity, get it wrong and it can cause un-told problems.

By the time you get to the end of this handbook you will have a better understanding of recruitment in general, this can only be a good thing for employers and HR departments.

Chris Slay

Managing Director

Skills Provision Limited





Why International Recruitment is Growing in Popularity

Sourcing specialist workers from local and national markets can be difficult.

Low skilled workers are often needed in large quantities, whilst specialists can be in short supply.

The new generation of workers are more adaptable regarding language and cultural differences, they also integrate very well. The knock-on effect has been an increase in popularity of multi-national workforces.

A decade ago Skills Provision held a small database of international workers, people seeking overseas employment, today there are millions of registered workers. Regarding interest from employers, this has grown 50-fold.

Another reason why international recruitment has grown in popularity has been the need for companies to reduce wage bills. Whilst it is true, foreign workers can be a cost effective option, this misalignment is slowly re-balancing. If the quality of a workforce is important there needs to be a fair balance regarding financial reimbursement. Company policy at Skills Provision prevents consultants going down the road of supplying slave labour. Its aim is to provide financial fairness for both job seekers and employers.

In the future multi-national workforces will continue to rise in popularity, eventually they will become normal.





Selecting the Right Recruitment Partner

If you've decided to outsource the recruitment process, selecting the right partner is crucial.

What you don't want is a selfishly biased agency that looks for the easiest option for the maximum return.

What you do want is an honest agency that pools suitable workers together and then utilises solid techniques to select the best option(s).

Of course, all recruitment agencies are going to be strong on self-promotion, therefore selecting the right one can be difficult.

Useful advice:

- Request references
- Analyse previous client data
- Hire specialists not generalists
- Is the agency strong on data protection and security?
- Cost effectiveness
- Can the agency produce powerful adverts?
- How is advert visibility produced?
- Is there a replacement policy, in the event of manpower problems?
- Are there any guarantees in place?
- Does the agency have an honest approach?
- Do client based online tools exist?

Remember recruitment is very important, only those capable of professional delivery should be empowered.





Preparation

Whatever route you decide to go down, internal recruitment or utilising the services of an agency, you will need to be prepared.

It would be fair to say there is a strong correlation between the quality of preparation and the overall suitability of in-bound workers.

So, what kind of preparation is needed?

Let's imagine an engineering company requires 6 welders for a new contract.

- Are specialist skills required?
- What type of qualifications are needed?
- How much experience is required?
- If welders are not available locally or nationally will you consider international workers?
- If going down the international route will you assist with banking, taxation, visa's, integration and accommodation?
- Production of detailed job descriptions
- Package details
- Contractual elements – full time, temporary
- Time frames, when are the workers needed?
- Information on the hiring company
- Working location(s)
- Equipment supplied
- Equipment needed
- Working hours

As you can see it's a fair list.

If using an agency, the employer needs to be supportive by supplying detailed information. The recruitment agency in-turn needs to extract information in a professional user-friendly manner.





Services Offered by Skills Provision

Armed with an array of specialist tools and a large database of available workers, Skills Provision is perfectly positioned to fill vacancies, regardless of location.

Services include:

- Collation of relevant information
- Advert production
- Internal database searches
- Advert syndication
- Pooling of suitable candidates
- Documentation checks (if required)
- Qualification checks (where necessary)
- Assisting client on selection processes

The main sectors covered include:

- Care
- Factory
- Logistics
- Trade
- Engineering
- Hospitality
- Energy
- Construction
- IT
- Manufacturing

Remember, selecting the right recruitment partner can be crucial for long-term success.





Managing a Multi-National Workforce

If your organisation is considering the utilisation a multi-national workforce, for the first-time, these guidelines may be of assistance.

- A strongly managed workforce (at all levels) will help with all-round integration
- As language levels improve workers will integrate better
- Understanding and appreciating cultural differences, at all levels, will help
- Flexible management styles compliment integration
- Understanding the needs of a workforce help develop strong bonds and teamwork
- Introducing an environment where questions from employees are welcomed is a good idea
- Incorporating internal and external training so progression at all levels is attainable, will help

Managing a multi-national workforce from varying backgrounds can be challenging, however when it is done well there are real benefits. Specific skills can be imported from any region to strengthen the workforce.

Setting realistic goals, deadlines and KPI's can strengthen a workforce. This is where strong, visionary management plays an important role.

A strong management team will have empathy towards a workforce, remember in most instances, without employees, there is no business.

If you would like more information on the integration of a multi-national workforce, consider having a discussion with a senior consultant from Skills Provision.

