

Fresh

Human

Resources

# Recruitment & Retention

Getting a Return on Investment



# Planning

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- know what you're looking for
- create a job description
- create a candidate profile
- clarify remuneration to be offered
- research recruitment agencies
- negotiate placement %



# Attracting

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- utilise your network
- use existing employees for referrals
- create a buzz about your company
- don't be rigid around experience
- make time to recruit
- 80 / 20 rule



# Selecting

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- create and compare a shortlist
- interview consistently
- utilise job description as a checklist
- equal opportunities - the law
- again, know what your looking for
- recruit for a balanced team



# Employing

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- pre-employment checks
- contract of employment
- probationary period
- induction
- set expectations
- handbooks/policies/procedures



# Retaining

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- create the right environment
- exploit employee skills
- open/consistent communication
- keep an eye on the market
- continuous personal development
- be aware of dissatisfaction - and act



# Top Tips

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- develop a people strategy
- plan for the future of your business
- develop a pipeline of talent
- constantly evolve your business
- remain competitive with rewards
- incentivise for exceptional performance
- get it right first time



# About Fresh

- consultancy Services
- general advice and guidance
- recruitment and selection
- management coaching
- one to one performance coaching
- leadership development
- outplacement support
- change management
- succession planning
- training workshops

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# Our Clients

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- small companies with big plans (possibly external investment)
- typically 1-50 employees
- variety of industries
  - recruitment
  - construction
  - food service
  - leisure
  - technology
- no human resources presence
- limited time for employee management
- issues of recruitment and retention
- want a fixed cost solution



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Thank you  
any questions?



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