

SERVICES PROVIDED

BACKGROUND

Carlton Senior Appointments is the market leading specialist within the senior appointments market. As a company we believe our exclusive focus within this market place has enabled us to consistently deliver above our more generalist competitors. Our unique approach combines both the proactive nature of contingency recruitment and the high delivery levels that the search methodology commands to provide successful delivery time after time with a cost effective approach. Our success in this area has led to significant and continued growth since inception, establishing Carlton Senior Appointments as a market leading provider within the recruitment industry.

PHILOSOPHY

Carlton Senior Appointments adopts a unique and innovative approach in the way that it operates. We aim to fill the gap in the recruitment market between the highly specialized but low volume search firms and the less specialized but high volume contingent firms. Through our commitment and expertise we look to offer a search recruitment service but on a contingent payment model, enabling us to find the most highly qualified candidates and at the most cost effective rate.

CLIENTS

Carlton Senior Appointments is committed to providing an exceptional quality of client service. From our head office in London, as well as our offices in Geneva and Munich, Carlton Senior Appointments combines its industry knowledge and search expertise to produce hiring solutions that are tailored to the unique needs of different organizations across mainland Europe.

This understanding has enabled us to place the right people in the right jobs and build long lasting relationships across a range of different industry sectors in a range of different European countries.

CANDIDATES

At Carlton Senior Appointments we adopt a long term strategy with our candidates. We take time to develop relationships in order to not just help our candidates in a short term role but also to help them make the right decisions and achieve their career goals in the long term.

Our consultants have the ability to identify the best market opportunities for leading professionals in each of the different sectors we focus on. We have a commitment to providing a highly consultative and continuous service which has enabled us to build excellent relationships with industry leading candidates.

AREAS OF SPECIALISATION

We structure ourselves as a Private Bank is structured covering all the key components within a Private Bank in both revenue and non revenue generating areas so we can provide a complete service to our clients.

- Analysis
- Accountancy
- Compliance



- Legal
- Human Resources
- IT
- Investment and Strategy
- Private Banking
- Risk

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Carlton Senior Appointments offers a very targeted approach with our specialization in different business sectors allowing us to provide candidates that are directly qualified for the position you may be looking for.

Each different sector is headed by a consultant who will be an expert in that field and be able to identify, qualify and present the highest caliber candidates. Behind the sector heads there are dedicated search teams committed to sourcing and presenting market leading candidates in each of the different sectors.

As a company we do not advertise for positions, we are very selective and discrete in our search methods. This allows us to maintain the confidentiality and reputation of the client in the market place and provide some of the most sought after and qualified candidates in the market place.

Our coverage across different sectors gives us a broader access to candidates across a range of different business areas, providing the client with a wider pool of candidates to consider.

In regards to more specific services we provide, these include,

CONTINGENT SEARCHES

We undertake contingent searches on behalf of clients, helping to identify, qualify and present a specific selection of candidates suitable for the given mandate. To ensure we reach the best candidates, we would utilize our extensive network of candidate referrals and market networking combined with our search team facility.

RETAINED SEARCHES

We also undertake retained searches, where we will design and execute a campaign to cater exactly for the client requirements. For assignments where a significant amount of time will be required to profile and identify the correct candidate, a retained service enables us to deploy all necessary resources to place the right individual.

ANNUAL RETAINED SEARCH

The annual retained service will give the Client exclusive access to a dedicated team that will work alongside the Client's executive team to ensure business critical hiring is achieved for the next 12 months and beyond with each search tailored to the client's wishes enabling both specific and numerous hires to be achieved. To prevent any conflict of interests on both sides we will only instruct one annual retained search with one Client within any business area and will solely concentrate our team's efforts towards the benefit of this Client by enabling the Client first refusal on any candidate relevant to their requirements who enters our network.



DETAILED SCREENING PROCESS

This process enables us to qualify candidates and ensure they have the appropriate abilities for each position. It also allows us to consider how they would integrate within the company and team and that the opportunity itself matches their requirements. Candidates are not only measured in relation to their technical skills, but also their soft skills, which Carlton Senior Appointments deems as essential in ensuring the most suitable candidates are presented to the client.

MARKET ADVICE

Carlton Senior Appointments where possible will provide advice into benefit packages, salary bandings and general market commentary, media evaluation and overall market trends upon the client's request. This standard research is always initiated before any requirement is undertaken.

DIVERSITY

Information is currently provided for any clients who request such a service to enable them to effectively monitor diversity in the work place. This can be provided on a weekly, monthly or quarterly basis or specified on every application. Our database currently enables us to capture this information, but we are currently in the process of implementing new software to combine with our existing database, which will enable this data capture to be automated.

MANAGEMENT INFORMATION

Various reports are available to all our clients to make the recruitment process more transparent including Status Reports, Financial Reports diversity and Ratio Reports.