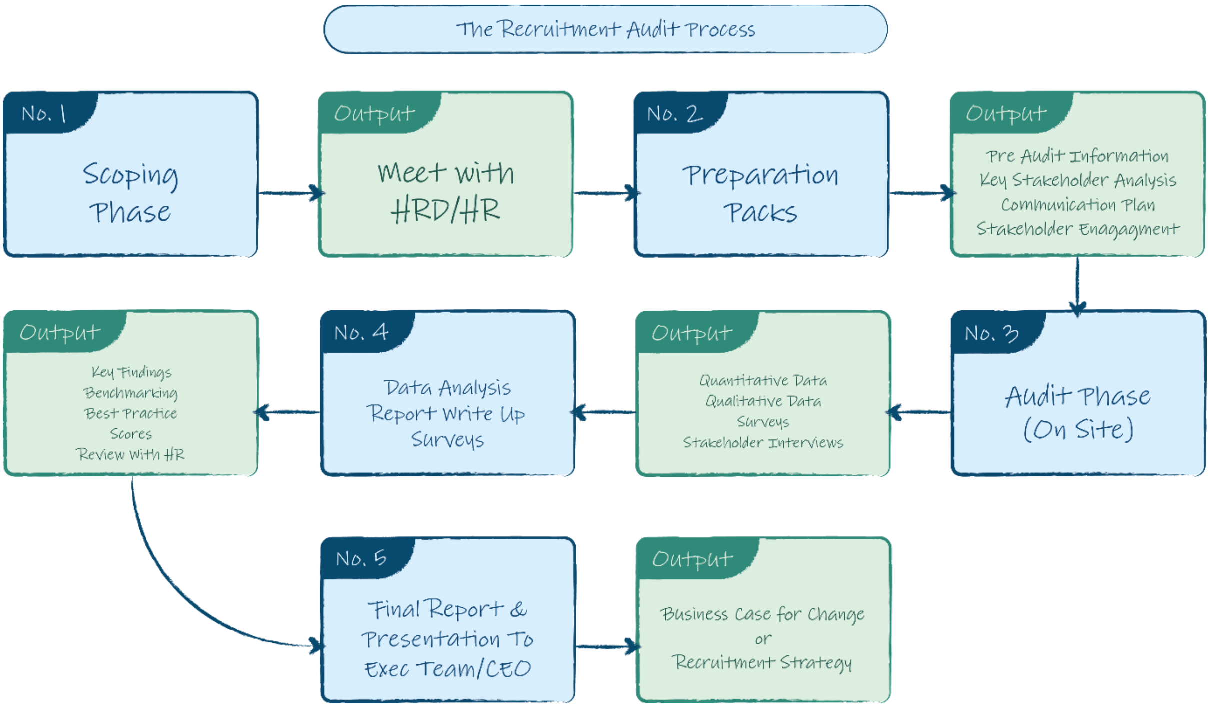
Recruitment Review projects usually consists of five principal phases:



1. Scoping Phase

The needs, expectations and objectives of the key stakeholders are identified and the "pressure points" around people, process and technology are established. To ensure that the process remains flexible but control costs, we begin with a brief scoping exercise that defines which areas of analysis will be prioritised.

2. Recruitment Audit Preparation Pack & Pre-Audit Information

An Audit Preparation Pack is sent out to the key internal contact with step-by-step details of the audit process and the data and information required from the client. A timetable is then produced, outlining dates, key milestones, stakeholders, scope exceptions and key personnel to be involved (interviewed) as part of the audit.

Hill Consulting HRS will send templates to compile all relevant recruitment data and information that can be sent in advance.

3. The Audit Phase (On site interviews and data collection)

The actual onsite and offsite work - analysing the present recruitment and sourcing processes and practices the client has in place; The Audit is split into both qualitative and quantitative measures of recruitment.

3.1 Quantitative

We undertake one on one discussions with key stakeholders across the organisation, including HR managers and HR officers and various hiring managers. We obtain representation from key business areas and senior stakeholders.

3.2 Qualitative

We also collect and assessed baseline data relating to key recruitment metrics across the organisation, for example:

Likely sources of data gathered from HR, payroll, finance and suppliers:

- SAP or Oracle or other HRIS or payroll database; e.g. turnover, demographics
- Recruitment process and forms mapped out
- HR officers & managers e.g. tracking of recruitment volumes & spend etc;
- Recruitment agencies usage & spend;
- Recruitment advertising usage and spend;
- Cost codes – procurement/ finance;
- HR monthly reports (volumes, spend, turnover etc.);
- Workforce profile & leavers profile (payroll);
- Hiring profile (new starters);
- Supplier agreements and terms
- Internal Spreadsheets and reports
- Careers Website
- LinkedIn, and other social media presence
- The ATS, and current manual and paper-based systems
- Finance – Accounts payable
- Policies & Procedures (documents)
- Other HR reports & presentations e.g. cultural surveys, diversity policy

4. Data Analysis and Findings Review Phase

We take time off site to undertake rigorous data analysis. We use a range of HR metrics and diagnostic tools plus our industry knowledge and insight to measure and compare your performance against industry best practice and consider the various options for your future strategy.

A draft report and key findings is presented to the project team (usually HR Director and Recruitment Manager) which allows for discussion prior to finalisation, thereby ensuring the client's business objectives are met.

5. Final Report and Recommendations and Business Case

The Final Audit report provides the client with an Executive Summary, Key findings and the data behind this, Recommendations and quick wins plus a Recruitment Strategy and next actions outlined for the immediate and long-term future. The client is presented with an Audit Report in the form of a comprehensive report and presentation prepared for the key executive stakeholders.

The Recruitment Audit™ report includes benchmarking the client against best practice and other organisations. This report is often then used as the business case for change by HR gaining executive approval. We also include a two-year road map for the organisation's future recruitment strategy.

This can be presented by us (on site) or by the HR manager to the Executive Team (your preference).

Site Visits

Any assignment will be a combination on and off-site work. We can provide Covid safe practices too.

The number of site visits is obviously at the client's discretion and may affect the number of consulting days and thus the cost of the Audit.

Most Audits also include a VOC (Voice of Customer survey) that can be sent out to Hiring Manager, The HR or TA Team, Senior Executives or candidates and new hires etc. to gain valuable insights and feedback on current processes.

For more information how we may be able to assist you with your TA strategic Review or TA Model please contact us at the number and email below.

Who We Are?

Hill Consulting is on a mission is to change the world of Recruitment. So, candidates get better experiences, employers better quality hires, time to hire is reduced and costs are lower. All of this done with better candidate care, more D&I thought and considerations, plus better candidate fit to your culture.

Hill Consulting is a unique Recruitment Services Consultancy based in Hobart and Sydney, with clients across Australia. We provide specialist Consulting Services on TA transformation and reviews and HR Tech Advisory and TA strategy. We assist organisations to review their current Recruitment processes and practices by comprehensively assessing their people, process, place, and possibilities. We also help build deep capability within organisations and help educate hiring managers and HR on best practice recruitment and candidate care.

We are also passionate about diversity and Inclusion in Recruitment and put this lens across everything we do. Call us for an initial chat.