



Weststaff®

Focus on Business Services

At Weststaff, we realise that on hire and permanent recruitment are two different processes, that is why we employ specialist consultants in each area. On hire staff are usually required immediately, with limited notice, we understand this and pride ourselves on delivering short turnaround times. All of our candidates are thoroughly screened and tested and our extensive database ensures we can find the right person for you when you need them.

Our permanent recruitment process is designed specifically to meet your individual requirements and can be tailored each time you use our service if necessary to ensure the best person for the job is placed and at a price within your budget.

PEOPLE

Our Australian and New Zealand database consists of ready, available and tested candidates with suitable business expertise to immediately step into roles.

- Administration and Clerical staff
- Management staff
- Sales staff
- Customer Service staff
- Accounting staff
- Executive positions

At Weststaff we guarantee all of the staff we place, ensuring your satisfaction and requirements are met every time. In addition, we monitor our staff throughout their assignments; ensuring open communication is maintained at all times between all stakeholders.





KNOWLEDGE

Weststaff operate using a partnership approach, ensuring you are consulted throughout the process. We work with you to establish a comprehensive job brief and identify the required job competencies right at the start of the process.

We understand your time is precious and that understaffing can affect the quality and efficiency of your business operations. Our processes involve visiting the worksite and gaining a thorough understanding of the organisation's culture, enabling Weststaff to recruit staff suitable to all facets of your business the first time round. Weststaff operates under a quality management system, which ensures our processes are well defined and reviewed on a regular basis. You can be assured that all applications are handled and responded to in a professional manner, upholding our reputation and yours, at all times.

SERVICE AND SYSTEMS

Weststaff provides 24-hour, 7 days a week service to all clients and candidates. Our systems and total solutions approach provides you with the flexibility to manage your HR functions however you need to.



TAILORED RECRUITMENT

Position Brief - We work with you to define the skills, competencies and cultural fit.

Advertising - If required, is tailored and targeted for maximum impact - always within your budget.

Testing - Skills, competencies and attitude testing using the latest Australian and New Zealand norms, under the direction of our in house Organisational Psychologist.

Reference Checking - Comprehensive Reference Checking is undertaken on all candidates.

Inductions - Covering Weststaff's requirements and yours.



Weststaff®

Focus on Business Services

For further information contact 0800 436 756

www.weststaff.co.nz