

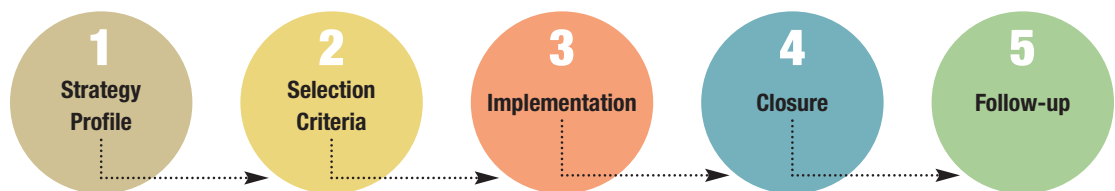
# Our Process

## What to Expect

Direct Recruiters, Inc. makes the recruiting process easy and quick. Our goal is to locate and recruit qualified candidates in an expedient manner.

## Our 5-Phase Approach

Our professional team of Senior Recruiters and Research Associates will provide you with a consultative team approach carried out in 5 phases: **Strategy, Selection, Implementation, Closure, and Follow-up.**



Throughout our 5-phase process, we work closely with clients and candidates alike to ensure an efficient, effective and positive experience.

## 1 Strategy Profile

### DRI's Role:

- Conduct in-depth dialogue so that we may clearly understand your business culture and what you are trying to accomplish with this hire
- Identify qualifications, achievements, and expectations for 1st and 2nd year goals and outline these goals to enable us to find the right candidate
- Assess the challenges for the search, agree on a successful search strategy and design the position profile
- Determine the interview process, identify who will be conducting the interviews and provide feedback to the recruiter throughout the process

### Client's Role:

- Approve company description, culture and future goals
- Approve the position profile
- Inform us of any specific companies and/or candidates you would like us to pursue

## 2 Selection Criteria

### DRI's Role:

- Identify ideal candidate profile and companies to target
- Research overall job market conditions
- Create a slate of "hot candidates" to target and research existing candidates in our database that are currently in this type of position
- Pursue the leading candidates using our top recruiting methods and practices and qualify them both qualitatively and quantitatively

### Client's Role:

- Approve the candidate profile
- Make adjustments to acclimate to job market conditions



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### 3 Implementation

**DRI's Role:**

- Provide a slate of up to 4 candidates to interview
- Provide comprehensive summaries to client
- Coordinate interview process and help gather strategic interview questions
- Review and assess candidate with client; determine action to take
- Obtain references from candidate and provide data to client

**Client's Role:**

- Review candidate slate and make any necessary adjustments
- Identify selection of candidates to be interviewed
- Schedule interview dates and times
- Provide us with timely post-interview feedback and impressions

### 4 Closure

**DRI's Role:**

- Provide client market compensation parameters
- Assist with offer negotiations, providing necessary information to make an offer
- Counsel candidates on acceptance process and assist with transition
- Monitor the resignation process and develop a transition strategy

**Client's Role:**

- Prepare to make an offer to the final candidate
- Prepare for negotiations
- Establish a start-date

### 5 Follow-up

**DRI's Role:**

- Contact client in 90 days and again in 180 days to assess satisfaction levels with the hire
- Monitor candidate's progress comparing them to goals that were outlined in the beginning of the search
- Gauge client satisfaction level regarding DRI placement process within 30 days
- Continual assessment for quality assurance for client



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