

# What is best practice recruitment



**What is best practice recruitment** – Simple advice to ensure you secure the best talent.

Over the past 8 years at Jigsaw, I have recruited hundreds of Category and Procurement Manager positions for major global and multinational businesses through to SME's. I have seen brilliant and innovative recruitment processes which have achieved great results and I have also seen the opposite, leaving hiring managers frustrated and without a resource for extended periods of time.

With market conditions improving due to a higher volume of roles available in the market, securing strong talent is becoming competitive once again. Below is my advice for successful talent acquisition.

- **Have a strategy.** Decide on the type candidate you need for this position. Is it an SME or a generalist, are you hiring on behaviours, technical competency or specific category or industry experience? Confirm budget. Are you entering the market above or below market rate? This will significantly impact your ability to attract the right calibre of candidate. You may need to realign your expectations at this point, if you don't, you may be wasting your time.
- **Define your recruitment process.** Can your HR business partner fill this role, or do you need agency support? Briefing your recruitment partner is critical, if they do not understand the role then they will struggle to engage candidates. This part of the process is worth investing time in.

If you are engaging an agency, always work exclusively as you will get a much higher level of service and a better outcome in less time. When multiple agencies are engaged, you and the candidates contacted will receive a low touch service and issues can arise. Your strategy should also be aligned to how hard these candidates are to identify and how competitive it is to secure them. The best way to secure talent in a competitive market is speed, momentum and engagement.

- **Confirm salary expectations.** Ensure that you have a clear understanding of each candidates salary expectation at the start of the process. If you are not aligned on this, communicate it now rather than at the end of the process. Negotiations that take place after the fact will generally leave one party feeling hard done by or even worse, you don't reach an agreement and the entire process has been a waste of time.
- **Understand the value proposition.** Ask yourself - Why would someone want to join my team, join my business and perform this role? Being able to clearly articulate this is very important as is your engagement style. Candidates will be vetting you as much as you are vetting them and will often base their decision on how connected they feel to the hiring manager throughout the recruitment process. The same goes for other stakeholders involved in the interview process so they need to be informed of this.
- **Map out your timeframe.** Have a clear and defined timeline from the beginning of the process for interviews, background checks and appointment of the role. This will deliver optimal results. Too many times have we seen candidates withdraw or get snapped up by another organisation due to a lagging recruitment process.
- **Move to Offer.** Once you have identified your preferred candidate, move to an offer as quickly as you can and confirm a proposed start date. This will ensure your candidate is secured and will no longer take part in any other recruitment process.

If you would like to discuss a recruitment strategy in more detail, or would like some specific market information, please contact me directly on 0431 525 71 or [edwina@jigsawtm.com](mailto:edwina@jigsawtm.com)

