

## 2021 RECRUITMENT SERVICES

### OPTION 1

Full Recruitment for all roles under Senior Management Level \$2400 All Inclusive

- Develop Advertisement
- Post Advertisement
- Receive and Screen Applicants.
- Phone Screen Shortlist.
- Organise Interviews with Final Shortlist.
- Facilitate Interviews.
- Complete Reference Checks.
- Notify Successful and Unsuccessful Applicants.
- Prepare Employment Documents for New Employee.

### OPTION 2

Individual Work on an hourly basis \$175.00 per hour

- Independent Interview Panel Member, reference checking, job evaluation, position descriptions
- Shortlist candidates
- Reference checking

All associated paperwork - Cost effective option only pay for the service or support you need

### OPTION 3 EXECUTIVE RECRUITMENT SERVICE

10% of the candidate's anticipated first year gross annual remuneration package including superannuation (all inclusive recruitment service for Executive/ Senior Management Positions)

- \$1.10 per kilometres (plus GST) for Travel if required

Should the scope of work change any any time then CMSolutions reserve the right to review the amount quoted.