

## Specialising in Recruitment & HR Services for the Health Industry

### Outsourcing your Recruitment and HR Services functions

- Is your business currently complying with all recruitment and human resources policies as regulated under the Fair Work Act?
- Have you always thought that outsourcing recruitment and HR was always too expensive?
- If you had access to a comprehensive and affordable recruitment service plus a HR package included, with access to an expert HR consultant specialising in the health industry, how much more successful would your business be?

### When to outsource:

- Your people strategy is not in line with your business goals/objectives
- Unable to source the right people that compliment the business and goals
- High turnover of staff – low retention rate
- Lack of time and resources
- High recruitment, training and induction costs of continually recruiting new staff
- An ineffective recruitment process – what am I looking for, analysing and assessing? Am I asking the right legal questions and questions to effectively provide me with the answers?
- Unproductive and unmotivated staff – why is this happening?
- Conduct an overall HR Audit Check
- Implementation of HR Policies and Procedures
- Performance Management
- Staff Conflict
- Training Needs Analysis
- Coaching and mentoring
- Your very own Recruitment & HR Coach at your finger tips – weekly, monthly, quarterly or as needed

### Why outsource your business' recruitment and HR services?

#### 1. Access to a high level of quality expertise

Our company is a human resources consultancy firm, not an agency which means that our consultants are qualified HR consultants with extensive experience and expertise in recruitment and human resources strategies/functions within a business. Our consultants have worked within senior management positions within the health industry from small private health practices to large health organisations.

Our passion is people and in working with businesses to help them grow and be successful through the greatest resource – their people.

## 2. Maximum results at affordable fees

Wouldn't it be great to an Employer of Choice admired for its branding, culture and workplace conditions?

This is why we have made our recruitment and HR services affordable so that every business no matter how small or large can access our services.

Our recruitment service is a comprehensive process covering every aspect of the recruitment process: understanding the strategy of the business, workforce planning, analysing the people needs of the business, defining the role, person specification, creating the interview questions – what am I assessing?, creating the advert, analysing and assessing candidate's skills, knowledge and behaviour, reference checking, skills assessment, behavioural profiling, induction process and performance follow up during the first year. So much at an affordable price!

Have access to a HR Consultant/Coach in relation to all your HR requirements but only pay for it when you need it. Save costs on employing a staff member internally but getting a high level of HR expertise.

## 3. Compliance with the Fair Work Act

Since the Fair Work Act came in on 1 January 2010, there have been major changes to Employment Law. The employer can be fined anywhere from \$3,300 upwards for non compliance issues. This starts right from the recruitment process through to ongoing performance management, pay structure, OHS, workplace conditions, policies and procedures and redundancy/termination.

One way to protect your business now and into the future is to engage the experts who can assist you in ensuring that compliance is achieved right from the recruitment of your staff through to every day management.

## 4. More Time

To conduct an effective recruitment process takes time. On average the hours spent for a business to recruit internally can take anywhere between 50-70 hours to review all the resumes, conduct telephone screening, conduct face to face interviews (first and second interviews) and perform reference checking. Plus work on all the other areas in the business. Not to mention that if the right candidate is not sourced the first time, the whole process starts again. This costs time, money and training.

By outsourcing your recruitment, it allows you to focus on other core areas within the business and peace of mind that an expert consultant is handling this whole process for you, whilst you are carrying on with your every day duties.

We have the time to go through each and every resume, know what questions to ask, spend 1 to 2 hours with each candidate to gain a thorough understanding of each candidate's suitability to the role and business

## How does it work?

Outsourcing any aspect of your business services may be a new experience or a big move, so how does it work?

- We like to think of ourselves as an extension to your business, work in collaboration and close consultation with you
- Gaining a thorough understanding of your business, mission/vision and people is always the first step
- Meeting our team who will be working with you so you can experience their ability, passion and enthusiasm
- Communicating with you at all times during the process providing you with regular updates
- We act out of the highest integrity and are committed in developing a strong working relationship with you that delivers the results that you need.

Contact Us Now to learn more about how our Outsourced Recruitment and HR Services can assist your business.

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Indigo Medical Consulting Services is a HR consultancy company specialising in recruitment and human resources services for the health industry within NSW (offices Sydney, Central Coast, Newcastle), VIC & QLD.

