



Sound Advice  CONSULTING SERVICES

**Recruitment Process Outsourcing (RPO) Services:**  
*Six Reasons Firms Choose Sound Advice's RPO over Traditional Recruiting Models*

## **Sound Advice's Recruitment Process Outsourcing (RPO) Service**

Companies today must do more with less to remain competitive. Recruitment Process Outsourcing (RPO) is a service whereby clients outsource the internal recruitment function for a portion or all of its jobs. Sound Advice is well equipped to help its client manage the entire recruiting/hiring process from job profiling through the on-boarding of the new hire.

Sound Advice's RPO will improve a company's time to hire, increase the quality of the candidate pool, provide verifiable metrics, reduce cost, and improve governmental compliance. Our RPO team members serve our clients by becoming an integral part of their internal recruiting function, lowering recruiting costs, reducing time to hire, and improving hiring results. By providing a full service outsourced recruitment process, Sound Advice will help your company turn a job requisition into a new hire.

Sound Advice's RPO service serves as an extension and/or alternative to an internal recruiting department. Sound Advice's RPO virtual recruiting department can provide a scalable cost effective alternative by providing a complete package of skills, tools, technologies and activities to aid your company in achieving its hiring objectives. Companies can outsource all or part of their recruitment functions and process to Sound Advice.

For more information about our Recruitment Process Outsourcing (RPO) services or any of our other service offerings, please contact us at 877.707.7227 (877.707.SACS) or 212.679.7227, visit us on-line at [www.sa-cs.com](http://www.sa-cs.com), or email us at [rpo@sa-cs.com](mailto:rpo@sa-cs.com).

### **Office Locations**

Sound Advice is headquartered in the heart of mid-town Manhattan. We also have a development center in Chennai, India.

**Worldwide Headquarters**  
**New York, NY**  
139 East 35<sup>th</sup> Street, Suite 7K  
New York, NY 10016

**India Development Center**  
K-48, Anna Nagar East  
Chennai, Tamil Nadu  
India - 600 102

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### **The Sound Advice Promise**

*Sound Advice Consulting Services was founded with this promise to our clients: "We ensure the delivery of quality solutions to your business challenges by providing you with experienced professionals who complete the job successfully every time."*

## Six Reasons Firms Choose Sound Advice's RPO over Traditional Recruiting Models

- I. Reduction in recruiting costs
- II. Decrease time in filling open job requirements
- III. Improved quality of candidates pool
- IV. Improved hiring response time
- V. Quantifiable performance metrics
- VI. Risk management

### I. Reduction in Recruiting Costs

Sound Advice's RPO services do not contain any of the following fees:

- Contingency fees for placements
- Contractor, temporary, temp-to-hire\*
- Administrative or technical overhead
- Job Board/Applicant tracking

(\*Unless client would like to engage desired resource through Sound Advice's contractor services program)

Additionally, Sound Advice RPO team can help with contract(s) negotiations, vendor management and the creation and implementation of an employee referral program.

### II. Decrease Time in Filling Open Requirements

By engaging our RPO services Sound Advice will provide your company with greater cost predictability for planning and budgetary purposes. We will provide your firm with a dedicated client liaison that will work intimately with your hiring managers and senior management to develop a recruiting process that will work best for your corporate culture Services include:

- Candidate Management
- Candidate relationship marketing
- Conduct needs assessments
- Consult on your current staffing process
- Coordinate interviews and schedules (phone and in person) of all parties
- Create stages of the interview life cycle
- Define desired hard/soft skills success criteria
- Enhance your requisition intake processes
- Ensure timely execution of the hiring process
- Recruitment industry best practices research
- Set compensation parameters
- Set realistic timeline expectations
- Talent Management Consulting

### III. Improved Quality of Candidates Pool

With Sound Advice's RPO services, your company will have access to a team of specialty recruiters to help work all of your requirements at once rather than constantly prioritizing based on critical need. Our client liaison and team of specialty recruiters will create a constant pipeline of the best candidates that are currently available in the market. Services include:

- Blog selection, posting and monitoring
- Cognitive and behavioral testing
- Design interview guides
- Direct/indirect and diversity sourcing
- Internet data mining
- Job board optimization and management
- Job board selection, posting, and mining
- Job fair/events representation
- Newsgroups selection, posting and monitoring
- Newspaper advertising
- Professional/social networking selection, posting and monitoring
- Skills Assessment
- Skills based computer testing
- Sourcing program design and implementation

#### IV. Improved Hiring Response Time

Industry data shows on average, an individual recruiter can effectively work only 4 – 6 open job requirements at any given time. Sound Advice's RPO service model will more than double your recruiting capacity enabling on average 8 - 14 requirements being worked at any given time (depending on the complexity of the search). This service also includes:

Conduct phone and/or face-to-face interviews

- Post Offer/On-boarding Activities
- Pres-screening
- Proactive/unique sourcing programs
- Provide real-time updates after each interview
- Schedule interviews
- Seamless on-board processing
- Talent pipelining

#### V. Quantifiable Performance Metrics

Sound Advice understands the needs to track and quantify performance results. To that end we employ the industry's best applicant tracking system which enables us to provide:

- Candidate response ratio
- Client satisfaction surveys
- Employee satisfaction surveys
- Exit surveys
- Hiring manager surveys
- New hire surveys
- Requisition management
- Results tracking
- Retention surveys
- Source success ratio
- Staffing efficiency ratio for each source
- Survey administration
- Talent inventory
- Time to fill (cycle time)

#### VI. Risk Management

Sound Advice knows the importance of mitigating your firm's risk. To that end, Sound Advice can assist your company with:

- 24X7 database uptime
- Benchmark processes against Industry best practices
- Candidate background/credit checks
- Diversity sourcing
- Drug screening
- EEO/AA compliance
- Redundancy in database backup
- Reference checks
- Secure applicant tracking system
- Zero capital investment or infrastructure costs

Additionally, Sound Advice can also provide Contractor, temporary, temp-to-hire (via our contractor services program) which enables your firm the ability to try the resource before hiring him/her as a full-time employee thus mitigating additional risks and costs if the resource does not work out.

For more information about our Recruitment Process Outsourcing (RPO) services or any of our other service offerings, please contact us at 877.707.7227 (877.707.SACS) or 212.679.7227, visit us on-line at [www.sa-cs.com](http://www.sa-cs.com), or email us at [rpo@sa-cs.com](mailto:rpo@sa-cs.com).