

Staffing



SYSTEMIZEME



& Associates

# Staffing

## Who Are We?

- SystemizeMe & Associates provides Administrative services with Emphasis on Organizational Structure.
- Organizational training is mandatory for all associates & will be implemented with core training.
- We provide many services that enable companies to run at max efficiency without worrying about the details behind the scenes, one of which, being Recruiting.

# Staffing

- Construction/Landscape
- Customer Service
- Dental
- Education
- Finance
- Fitness/Nutrition
- General Admin
- Hospitality
- IT
- Legal

## Primary Industries

- Logistics
- Long-Term Care Facilities
- Medical
- Medical Billing/Coding
- Mortgage
- Non Profit
- Pharmacy
- Psychology/Counseling/Therapist
- Sales
- Security Admin

# Staffing

What makes us different from traditional agencies?

- We consult with Industry Professionals who are heavily involved in our recruiting process.
- Our Consultants have vast experience in their field of work, speak the language, and understand the demands.
- They are highly qualified to ensure candidate success.

# Staffing

When we step in:

- If you're having trouble filling the same roles, getting candidates to stay in roles assigned or simply don't need long term, permanent help; maybe seasonal or as needed assistance. Consult with us!
- We determine a candidates eligibility based on not only their skill level, but also their short & long term goals; This will ensure the client & candidate are on the same page concerning expectation of quality as well as duration of employment.

# Staffing

## Where do we work?

- The best news is that we operate Nationally!
  - Anywhere your business thrives, we can provide talent.
- Our home office is just outside of Phoenix, Az.
- We have Regional Managers in the following cities:
  - Southern CA - Northern CA -
  - Atlanta, GA
  - Dallas, Tx - Honolulu, HI
  - New Orleans, LA (Covers Major LA cities)

# Staffing

## How does it work?

- You will need to provide a detailed job description, (if you don't have one we can build one together), including salary range & intended duration.
- We will first search our database of associates to check for potential matches. If one is not located, we will proceed to source, screen, background check and drug test selected candidates.
- All candidates will have been interviewed at least twice: once for work ethic & once for job skill determination.
- Top candidates, 3-5, will be presented for selection in order of recommendation. If desired, the client can interview the candidates as well, however this is not a requirement for us.

# Staffing

## Terms & Conditions

- Our staffing rate is 20% of the monthly salary for the role (less than 5 roles). This is our no contract option for terms less than 12 months and is priced per candidate placed. 20% of this amount becomes due at placement as a non-refundable deposit. The remainder will be split into weekly payments for the month, in addition to candidate salary moving forward. See the example below (example does not include taxes).
  - Ex: Role salary = \$4,000/month (4 weeks Starting Jan. 1).
    - Service Charge (20%) = \$800
    - Total Monthly Charges = \$4,800
    - Deposit (20% of Monthly Charge) = \$960
    - Remaining balance is \$3,840 split into weekly payments (over the next 3 weeks) = \$1,280 per week



# Staffing

## Terms & Conditions (Cont'd)

- Discounted rates are available when 5 or more placements are requested.
- Placement periods will vary depending on client needs & eligibility for conversion if applicable.
- If a candidate is determined not to be a good fit by no fault of their own, one candidate will be submitted as a replacement at no additional charge.

# Staffing

## Terms & Conditions (Cont'd)

- Interested in contract options?
  - **Flat Fee Service Agreement - Recommended for Mid-Volume**
    - This offer is good for filling a predetermined number of roles annually, priced depending on how many there are.
    - Each of these roles will be allotted 1 replacement in the event a selected candidate is not a good fit.
  - **Retainer Service Agreement - Recommended for High Volume**
    - This offer is good for filling an indefinite number of roles on an as needed basis, with no replacement limit.

# Staffing

Why we do it.

- We work with companies to create meaningful connections amongst employers & employees.
- We pair the goals of the company with the goals of the candidate to determine one vision beneficial for both parties.
- Our goal is to develop long lasting relationships that could later collaborate to achieve personal successes.

# Contact Us!

- Reach out and let us know what you need.
- We can work together to find a solution tailored specifically for your business.

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