Taking the guesswork out of recruitment
Who are TSL Recruitment?

We are an award winning bespoke recruitment agency operating on a national basis from offices in Sheffield, Barnsley, Birmingham & Alcester in Warwickshire.

Providing a full temporary, permanent, interim and executive recruitment service, we have built up an enviable reputation for offering a friendly, flexible and quality service working with consistency, integrity and an attention to detail.

Our consultants, selected from within different business sectors and trained our way over 55 years combined experience in the sectors we supply.

All our consultants undergo an intense 12 week (120 hour) recruitment consultant training programme involving daily skill development sessions covering all aspects of the recruitment process, so we can say with absolute conviction that ours is a professional service, each stage of which is service driven and customer focussed.

We are committed to building long standing relationships with all our clients through the delivery of a recruitment service displaying flair and imagination, hard work but most importantly – results! We know that we are judged on the quality of the people we place and the ease in which we make it happen with as little abstraction of the client from his or her daily activity.

Ours is a bespoke service, determined at the outset with each client, therefore we can honestly say – YOU get the recruitment service YOU want, when YOU want it, and how YOU want it.

We are NOT a CV circulation service, we place as much importance on getting to know and understand candidates as we do attracting and getting to understand clients businesses.

We are of course here to ensure that we both operate within the law and that we abide by best practice, legislation and contractual obligations that the industry demands – that’s where our flair begins....
Business & Social Networks:

We are part of TEAM (The Employment Agency Movement) this is the largest association of independent recruiters in the UK and enables us to provide recruitment services right across the country, working with trusted TEAM partner organisations. Our founder Tracey Lally is a regional Director for TEAM for the North East and Yorkshire.

The strength and huge benefit of being a TEAM member is that as members of TEAM if we don’t have the right candidate for you there is a national network of agencies who have candidates registered and who we can draw upon to submit to you.

LinkedIn is a paradise for recruiters. Our skilled and trained staff devote a great deal of their time to developing professional links and networks with specific industry specialists and staff. This enables us to promote vacancies through these networks and identify passive candidates – those candidates who may not be actively searching for a new role but are interested when alerted to one via LinkedIn networks.

Twitter has its place in recruitment. We post every vacancy on our twitter feeds with a link to our facebook and website job pages so they can access full job descriptions/specifications. Many great candidates respond to twitter job alerts.

TSL’s Facebook site is very popular with registered candidates who follow our activities – as a result of a large number of recruitment campaigns, they are alerted to fresh vacancies and because of the immediate accessibility via mobile apps the speed of responses is enhanced.

Job Boards are very expensive but if used skillfully they continue to be an excellent source of candidates. Our staff are trained and supervised to construct adverts for maximum impact and response - speeding up the recruitment process and attracting the best candidates - FIRST.

We use all the main Job Boards but have access to over 15,000 specialist job boards for particular roles where there is a limited pool of candidates, normally for very specialised roles.

We are passionate networkers and as such for each vacancy we may use all or some of the above methods, normally determined by the specifics of the person sought.

General Recruitment Desks:

Whilst this particular brochure is for the promotion of our specialist Training and Education & Executive services, we feel it important that you know the full extent of our offer. (We also don’t want to miss out on any opportunities!)

Our consultants come from wide ranging and diverse backgrounds having worked in many sectors, as a consequence we have several ‘Specialist Desks’ as shown below.

Each desk is staffed by consultants proficient with the sector, who understand the terminology, skill sets, qualifications, experience, markets, clients and the particular demands of such a role.

Our priority is always to find the most suitably qualified and able candidate who matches the job description and person specification. There are always common functions within businesses that all consultants supply so we generally have an abundant database of full and part time, temporary and permanent candidates for:-

Administrators - Customer Service - Telesales - Field Sales - Receptionists - Sales Ledger - Purchase Ledger - Accountants - Data Entry - Personal Assistants & IT Technicians, positions on a temporary, permanent or interim basis.

Our General Recruitment Desks undertake appointments for temporary, permanent and interim roles within the following sectors:

Business & Social Networks:

Consultants have their own LinkedIn accounts – why not join them.

Business admin & general office
Not for profit
Legal
IT & Technical
Sales & Call Centre

Accountancy & Finance
Construction & Engineering
Public Sector
Training & Education
Senior Management/Executive

“We have always found TSL Recruitment to be efficient and speedy at responding to our recruitment requirements. They take the time to understand our practice and our needs. We have created fulltime positions for 3 of the temps they have provided over the last 2 years and I believe this is because they care about sending the right person, with the right skills, who will fit into the culture of our practice. I would be very happy to recommend TSL Recruitment and often do.”

Jenny Panuto, Head Office of National Multisite Sales Company

“I moved to South Yorkshire from Wiltshire because of my husbands job. TSL got in touch with me and their customer care was great. I’ve really settled in here more than anywhere else before. They kept in touch all along the way and I got the first job I went for interview for. TSL really make sure you’re happy and keep in touch once you’re in post.”

Fiona Brunton, Marketing PA

We are committed to finding the very best candidates for you!

www.tslrecruitment.co.uk info@tslrecruitment.co.uk
Specialist Training & Education Desk

If ever there was a sector whose success is totally attributable to the quality of its staff it is the training and education sector.

In a totally results (outcome) driven, complicit and compliant, standards driven sector it is imperative that companies recruit staff that will ‘land running’.

The education, training and development of learners is so closely examined, scrutinised and monitored that all staff must not just have the qualifications and skills to deliver their core duties but must have strong organisational and time management skills and abilities to record and retain evidence as well as an ability to make balanced, professional and fair professional judgements throughout their daily life. It is the knowledge, flair, passion and commitment they produce that separates them from their peers.

Our understanding and knowledge of the importance of the sector aids our judgement and assessment of suitable candidates allowing us to separate the good from the poor and then the great from the good.

We undertake appointments for temporary, permanent and interim positions (full and part time) for clients seeking work based learning or welfare to work staff including:

- Tutors – all sectors
- Lecturers
- NVQ Assessors – specialists & generalists
- Functional Skills Tutors
- Verifiers
- IAG officers/advisors
- Training Managers
- Contract Managers
- Centre Managers
- Operations Managers
- Quality support staff
- Quality Managers
- Learner Engagement Officers
- Employer Engagement Officers
- Exam Invigilators
- Non Teaching Assistants
- Training admin, data entry, finance & reception staff
- Senior management all roles

We find candidates that you had no idea were out there

I have used several recruitment companies over the years. I was impressed when I had contact from Jenna because of her driven work ethic and professional manner. I contacted Jenna to see if she could recruit for us. I can now happily say we only use Jenna’s services. This is based on her motivation and dedication to her client’s needs.

I am a hard guy to please and I do like a 100% service when recruitment is involved. One word to define my working relationship with Jenna, simply PERFECT! Would recommend to anyone with recruitment needs. 

Danny Scargill
Training Manager

A thorough, quality service - that delivers!

During any recruitment & selection process our priority is the complete assessment of the candidate to include:-

- The identification and proving of any qualification and skill
- Scrutinisation of their career path & detailed understanding of the roles they have undertaken, case loads, class sizes, workloads
- Knowledge of Safeguarding, Equality & Diversity, Health & Safety and First Aid
- Any additional skill level or experience not included on their CV
- Successes to date, ideally as case studies and the impact they had on any role/company
- In depth reference checking with previous employers – we always seek to talk to their previous managers
- Wider knowledge of the sector/industry
- Knowledge & understanding of OFSTED, the Common Inspection Framework & quality improvement plans
- Knowledge and understanding of IAG
- Personality traits
- Any training requirements IFL registration details
- Knowledge of quality standards, sector skills councils, funding, awarding bodies, functional skills, learning styles, working styles, quality assurance and the HE/FE sectors

Safer Recruitment

DBS checks – Formerly the old CRB checks; We are very experienced and have a competent knowledge of the new Data and Baring Service. We are able to undertake and verify either basic or enhanced checks to link with a company’s Safer Recruitment policy - as well as offer advice, guidance and support on such matters if required.

Follow us at @TSLRecruitment

www.tslrecruitment.co.uk info@tslrecruitment.co.uk
Executive Search & Selection

Executive Search is a comprehensive consulting technique which is designed to identify, attract and then secure highly skilled, often quite rare individuals or experienced directors for very specific appointments.

Once assigned, an individual consultant will be personally responsible for all aspects of the search assignment, particularly the front line contact and meeting with candidates. We do not employ researchers as junior consultants, nor do we pass on the interviewing of candidates to others within our organisation once an assignment has been granted, your consultant handles all key aspects of the project.

We work with the client to prepare a comprehensive brief to ensure a full understanding of the culture, structure and competences required for the role. Then, together with our research team, we identify target companies and the right candidates to be approached. We never directly approach candidates in client companies unless by agreement with that particular client.

We provide our client with detailed interim reports illustrating the depth and reach of our search and final search agreement with that particular client.

Shortlisted candidates are presented to the client with detailed curriculum vitae, significant additional background reports. We provide our client with detailed interim reports illustrating the depth and reach of our search and final search agreement with that particular client.

Executive Selection uses a focused web-based advertising campaign to attract candidates. It is an effective and often speedier alternative to Executive Search.

The decision to advertise is based primarily on the candidate specification and not the level of salary. When the requirement is of a more generic nature or it is felt that candidates with transferable skills and experience are appropriate it is likely that the best candidates will be the most effectively sourced through a comprehensive web-based media campaign.

Good candidates can be attracted by using high quality, relevant websites. Our distinctive advertising style is designed to promote the position above all else. We take great care and believe in short, powerful and interesting advertising copy.

Vacancies are also posted on our Company website. Additionally, we provide an online advertising campaign covering the UK’s best generic, executive and niche jobsites at exceptionally reduced rates, building in specialist sites which complement the particular sector or discipline, as appropriate.

Candidates are interviewed against the job profile and competencies required in the role as agreed with the client. A shortlist of 4 or 5 is presented and your consultant will interview the shortlist with you, the client.

We have built an extensive network of candidates built from years of pro-active networking. These compliment our existing recruitment methods so we are aware of who is available within various sectors and markets.

Interim General Managers

The demand for interim managers is growing. As activity in the areas of acquisitions, disposals or underperforming subsidiaries increases, so has the need for interim managing directors and senior operations professionals. With our generalist recruiting background and the significant number of Managing Directors we recruit into permanent positions in any given year, it gives us a substantial talent bank of qualified, experienced interims who are immediately available for short to long term assignments.

Advertising on leading jobsites and in the national media has often also produced rapid solutions for our clients.

Non Executive Directors

The right Non Executive Director can not only enhance the performance of the Board, but also strengthen the external view in which the company is held by all those individuals, stakeholders and institutions who have an interest.

Our recruitment approach involves a number of important, inclusive stages:

- We hold initial discussions with the Chairman and Chief Executive and other relevant Directors in order to define clearly the career experience and other attributes the Board requires in the Non Executive Director to be appointed.
- Specific company, market, sector and operational / functional experience will be discussed and included in a detailed ‘ideal candidate profile’
- Companies, markets and sectors of high interest level for potential candidates will also be discussed and agreed
- Companies that may represent a conflict of interest will be discussed, agreed and eliminated from the search process

Potential candidates will be identified via a number of routes:
- Direct approach and contact with those identified as ‘preferred on paper’
- Recommendations and networking throughout our extensive contact base
- Advertising - very effective in producing a broad range of candidates quickly and sometimes leading to different, less obvious candidates or those who might have previously been regarded as unreachable

Candidate Career Coaching

Based upon their extensive consulting experience, a number of senior TSL consultants provide these services to individual candidates.

Using an approach which is specifically tailored to meet individual needs and circumstances this highly effective personal interface can offer strategic advice and constructive support during a period of career change, resulting in smooth and efficient job changes and positive career development.

Aspects covered may include career planning, job search strategy, development of curriculum vitae, intermediaries, networking, using the speculative approach, interview technique, prospect management and negotiation.

The process will usually involve an initial series of one on one consultant meetings coupled with a fully supported working phase during which the individual candidate implements their agreed action plan.
So how do we make sure that you get the perfect candidates?

Our range of assessments include personality, ability and motivation and culture testing, 360 degree assessment, simulation exercises, interest inventories and competency assessments.

To guarantee that we shortlist candidates with the right skills for you we carry out detailed skills testing using Arena bespoke software and detailed psychometric testing to ensure that your employees have the right personality for your business.

We are committed to working with our clients to find the right people for their organisation – if you are in need of highly skilled, focused people wanting to either begin or continue their career path we have the candidates for you.

Still not sure if we are the right recruitment company for you?

Why don’t we meet up for a coffee and a chat to see what we can do to help you...

...we’re waiting for your call