



**HAVE YOU EVER THOUGHT ABOUT BECOMMING
A RECRUITMENT CONSULTANT WITH THE FASTEST
GROWING SPECIALIST FINANCIAL RECRUITMENT
ORGANISATION IN THE SOUTH EAST?**



THE RECRUITMENT INDUSTRY

Recruitment has an annual turnover of "**£18 billion, with over 80,000 people**" working within the industry, this shows immense competition and finding the right person for the company is an exciting challenging and highly rewarding career, do you want to be part of this?

ACCOUNTANCY DIVISIONS

The recruitment Industry is a diverse one with some recruitment business's dealing with all types of staff from Lorry Drivers to Hospital Porters to Fruit Pickers; they are known as "**Generalists**". "**Specialist Recruiters**" however, take a more focused approach, solely recruiting for staff within their chosen field, i.e. Teachers, Advertising staff or Accounts professionals.

As the name suggests, Accountancy Divisions "**recruits Financial Staff at all levels**". By specialising in this field, we are creating a real name for ourselves with blue chip organisations throughout the South East.

Accountancy Divisions was established in 2003 by a management team that was instrumental in the creation and development of 2 of the UK's largest specialists recruitment businesses.

By specializing in this large, highly competitive market place, we have given our consultants the time, training and the resources to "**work in partnership with their clients to provide innovative human resource solutions**".

*"UNPARRALLELED CAREER OPPORTUNITIES
FROM TRAINEE TO DIRECTOR"*

THE OPPORTUNITY

From inception Accountancy Divisions has had a policy of employing potential Recruitment Consultants with the "**right personality and attributes**".

We identified that graduates and/or people with life skills who had a real passion for success, thrived in our environment. Our work practices plus our training and development created a winning team which fuels our ambitious growth plans.

Accountancy Divisions policy of "**promotion from within**" and a board of directors who have a "**proven track record of success**" when it comes to organically growing successful management teams, means we can offer consultants a real career.

THE ROLE

There are “**core competencies**” (behaviors) that we believe identify individuals that will excel in the role as a recruitment specialist, you have probably utilised these core skills in other areas of your life to date (sport, university activities, travel through gap year etc)

Go that extra mile to “**achieve challenging goals**” and demonstrate resilience in achieving them.

Possesses the internal desire and “**motivation to succeed**” at and reach/exceed sales and Key Performance Indicator (KPI) targets

The ability to self-manage, “**organise and plan**” effectively, both on a day-to-day and long-term basis.

The ability to negotiate and “**make business judgments**” based on a variety of factors including market, client and candidate knowledge and applications, fee generation and long-term impact.

The ability to “**build effective relationships**”, communicate clearly and share information with the team, other colleagues and other parts of the business.

GRADUATE ACADEMY

"Accountancy Divisions greatest asset is its staff". Our commitment to our graduate intake is to **"pay off their student loan"** within a three-year period, (this is to a maximum loan of £15,000 which will be paid annually on completion of pre-defined and realistic targets). We offer a highly competitive basic salary, bonus structure (in addition to loan repayment) and **"extensive training and career development"** with real opportunities as you mature within our business.

Accountancy Divisions "Graduate Academy" offers a **"structured development programme leading to our own accredited qualifications"**. Accountancy Divisions is poised for further dynamic growth, which means that we can offer our graduates a challenging and rewarding future with every opportunity for early advancement into positions of responsibility.

So how have current graduates succeeded within our business.....

Case study Melissa Stierwalt:-



Having graduated with a BS in Communications from the University of Illinois, Melissa came to London where she earned her MA in Strategic Marketing Communications from the University of Greenwich. Keen to build on her strong marketing foundation and experience managing relationships, Melissa was soon drawn to the world of recruitment. Having looked at numerous recruitment agencies Melissa knew Accountancy Divisions was the one for her, the one which would offer her the training, long-term career, and progression she was looking for. She attended the Assessment Centre and displayed all the core competencies which we look for, and a superb personality. She joined Accountancy Divisions in July 2006 and after completing a comprehensive training program, is now running a very successful desk in London. Melissa's biggest achievement to date is breaking the company record for billing the largest amount in one month.

This demonstrates clearly Accountancy Divisions commitment to organic growth and offering every career option to the team that are in place, working hard and supporting the company's growth and success.

CAREER ROAD MAP

You enter our business by earning the right to be a member of our team by firstly:

Attending a specialist Graduate Assessment Centre. This offers you a huge insight and experience of our culture. You experience work practices, meet the senior management team, gain an understanding of our training function and can visualise your potential future career with us.

You will also have an opportunity to meet the managers within the business that you would potentially work with if offered a role.

If you are competent and driven enough to come through the Graduate Assessment Centre you will be offered a face to face meeting/interview with the team manager and the team that we feel would be the "best fit" for your skill and competency base, all the time focusing on future career development and options.

**ONCE OFFERED A CAREER WITH ACCOUNTANCY DIVISIONS
YOUR CAREER PATHWAY FOR YOUR FIRST YEAR WILL LOOK
LIKE THIS**



Month 1 to 3 -Introduction to the Model Consultant

Day 1 Full company induction and "Accountancy Made Simple" training. Month 1 to 3 full team integration and "on desk" training on the 3 cycles of recruitment laid out and assessed on a month-to-month basis with full support from your manager and in-house trainer.

Month 1-3 (week 1) 1 Week Initial Training Course (ITC).

This week consolidates the information you have gained to date on our working practice, 3 cycles of recruitment, and complete skill enhancement and training across every element of the recruitment industry. There is a post ITC exam and the acceptable pass rate is 75% and above. On successful completion of the ITC you will be awarded with a certificate and depending on your success will be awarded either a merit, distinction or in exceptional performances, honours.

Month 4-6 (focus of achievement is to fulfil the criteria for a "Model Consultant")

Month 4-6 see you now enter a stage of commercial competency within the business as you will post ITC be also working on a monthly basis with a full "Monthly Business Plan". This document is a "road map" to measuring and monitoring your own success with support and review from your manager and a once a month 360-degree appraisal (Manager/Director or General Manager). This will also incorporate all of your training requirements which will be conducted "on -desk" on a one to one basis by our in-house trainer bespoke to you and your developmental needs.

Month 6-12 review - are you on track for your year-end £5,000 cheque for your student loan

Feedback from your monthly review will lead to your 6-monthly plan, which is targeted and bespoke to help you achieve by year-end "full Consultant Status". On achievement of these goals you will be offered a 2K uplift to your basic salary, £5,000 BACS payment to your student loan account and all this as well as your normal monthly basic plus commission bonus scheme (paid one month in arrears).

WHY DO OUR GRADUATES WANT A CAREER WITH ACCOUNTANCY DIVISIONS

In addition to the salary, student loan repayment scheme and personal achievement bonuses, the **“social side of working within Accountancy Divisions is a great plus”**. The open culture and work hard play hard environment allows a superb work/social balance. The teams across London, Croydon and Bromley regularly organise evenings out.

Accountancy Divisions greatest asset are its staff. The company has absolute respect for all its consultants and takes pride in their achievement. For me being part of a team of like minded colleagues, directly contributing to the success of that team and working in an environment that recognises and rewards that success, is what motivates me to come to work each morning.

A day in sunny France – The next time we broke the office record, We were flown to France on a private plane for a day out in Le Touquet which culminated in a Seafood Banquet to remember. The afternoon was spent back on the beach relaxing and having fun with colleagues. **An incredible day!!**

A weekend in Amsterdam – On breaking the company record, the whole office was **flown out to Amsterdam** on Saturday morning for a great weekend break. We visited the Heineken brewery, Anne Frank Museum, walked the local markets, and soaked up the sun followed by an evening of food, drinks and dancing! Sunday morning was time for recovering and flying back.

Company BBQ – The September quarterly get-together, once again saw the whole company enjoying a great day out in Kent with events ranging from **Clay Pigeon Shooting, Quad bike speed trials and “Competition Rodeo Bull Riding”** as well as a spit roast and lots of laughs. “

Its simple really, all you need to do, is what is asked of you, reach and exceed achievable targets, work as a team, help each other and reap the rewards on top of your competitive salary, commission and your loan repayment!

WHAT DO I DO NEXT?

Send your CV to [Eve Jackson](#) and we'll do the rest.