



HOLDEN JONES
FINANCIAL RECRUITMENT

THAMES VALLEY

12 Park Street
Windsor
Berkshire
SL4 1LU

Telephone
01753 840444
Facsimile
01753 840411

LONDON

192 The Broadway
Wimbledon
London
SW19 1RY

Telephone
020 8540 5208
Facsimile
020 8540 9692

HAMPSHIRE

35 Winchester Street
Basingstoke
Hampshire
RG21 7EE

Telephone
01256 359000
Facsimile
01256 819619

www.holdenjones.com

Definitive Service

HOLDEN JONES
Financial Recruitment





shift your
perception

“The greatest challenge and reward in recruitment is breaking down the sales barriers to genuinely add value for our clients.”

“We launched Holden Jones in a bid to set new standards in the recruitment industry. I think we have achieved that by working to a strict ethical code of which impartiality and integrity are our guiding principles – resulting in loyal and trusting partnerships.”

GREG HOLDEN



holden jones

Holden Jones is a regional accountancy recruitment consultancy covering the south east of England. The locations covered are London and Surrey from the London office; the Thames Valley/Middlesex from the Windsor office; and Hampshire from the Basingstoke office.

We are privately owned and have built our success upon our Consultants giving true consultancy through attentive account management.

Holden Jones recruit at all levels of accountancy, enabling us to work together with Candidates over the full duration of their career, forming relationships with studiers through to their qualification and aspirations thereafter.

Working within every sector of commerce and industry, Holden Jones list a number of large Corporate Clients, along with a predominance of SMEs, which offer the challenge of change and growth. For those wishing to stay within the Chartered profession a full range of practice opportunities is also available.

delivery

AS A CLIENT, YOUR REAL INTEREST IS IN THE POSITIVE CONTRIBUTION WE CAN MAKE TO YOUR COMPANY'S RECRUITMENT PROCESS.

So rather than quoting lists of facts and figures to present a case for why you should prefer to use Holden Jones to supply accountancy staff, we choose to concentrate on how we provide customer satisfaction.

It is vital that we fully understand your requirements. The closer our appreciation of a company's culture and characteristics, the more effective our recruitment process becomes, hence, the necessity to build long term relationships.

Essential to delivering our service is knowledge of your industry; the structure of your department; its interaction within the organisation and the systems you have in place.

Further to this, the technical instruction should be conveyed through a detailed discussion or meeting.

Only through this attention to detail, can we truly act as a consultancy and constructively specify a short list of suitable prospective employees.





sourcing

QUALITY SERVICE CAN ONLY BE DELIVERED
WITH QUALITY CANDIDATES.

As such the targeting and focus of our advertising is critical to gain the edge in a highly competitive marketplace. Our Candidates are sourced in a number of ways, each appealing to different audiences at varying levels.

A strong profile is essential in national and local newspapers, qualified, part qualified journals, institute mailings, open evenings and seminars.

Internet presence features significantly. Holden Jones constantly reviews jobsite response in order to maximise Candidate quality and suitability. Our own website is dynamically linked to our database and attracts a substantial number of jobseekers.

Advertising presence alone is not enough – Our style of advertising stands us apart. We focus upon real detail within each vacancy to maximise Candidate interest whilst maintaining selectivity.

selectivity

IT IS SELECTIVITY THAT IS THE ESSENCE OF HOW A CONSULTANCY EARNS ITS FEE FROM A CLIENT. OUR BELIEF IS THAT THE CLIENTS' BEST SOURCE OF INFORMATION IS PROVIDED THROUGH OPEN AND HONEST DISCUSSION.

To provide a comprehensive selection process, all Candidates registered must be thoroughly interviewed. Consultants therefore ensure that they fully understand the Candidates' personal career objectives and ability to achieve them. By necessity, interviews should be at least 45 minutes in length to secure such information.

From this interview process, we shortlist no more than four Candidates, unless otherwise specified by the Client, each of which has expressed genuine interest in the role concerned.

To complement the presentation of Curricula Vitæ each prospective employee is discussed in detail with the Client so that the basis for selection can be conveyed. We do not rewrite Curricula Vitæ.

This process ensures only relevant interviews are arranged as both Candidate and Client will have carefully sanctioned their interest in each other.

To stimulate an effective first meeting interviewees are comprehensively briefed with detail of the role, the Clients' background, current activities and aspirations.

Genuine feedback from interviewees is relayed to our Clients as soon as possible to aid further interview selection and ultimately mediation on offers of employment. Equally critical to this area of recruitment is ensuring that unsuccessful Candidates receive honest and constructive feedback to benefit their future applications.

Holden Jones Ltd can also provide personality profiling upon request.

In addition to references we also offer the option for background checking. This service researches all historical data relating to the prospective employee.

OUR AFTER SALES SERVICE

Once the new employee has started, the consultant retains contact with both parties during the initial stages to ensure that any foreseeable problems can be resolved at the earliest time.

