

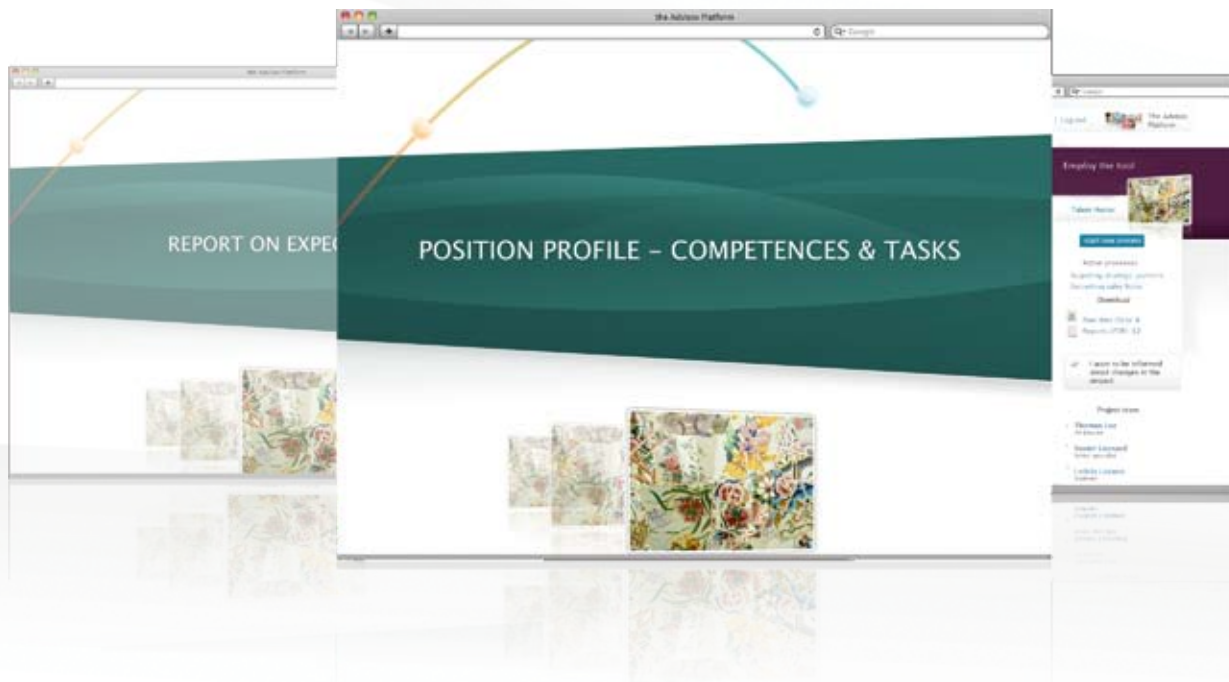


# TALENT HUNTER™

## RECRUITMENT IN AN ORGANIZATION ORGANIZATIONAL DEVELOPMENT TOOL

- ACQUIRE RECRUITMENT EXPECTATIONS FROM WITHIN AN ORGANIZATION
- INVOLVE ALL TYPES OF STAKEHOLDERS
- CREATE UP-TO-DATE COMPETENCE- AND TASK-BASED JOB DESCRIPTIONS

ADVISIO THE NEW GENERATION OF ORGANIZATIONAL DEVELOPMENT TOOLS



2. **ADVISIO Consulting Methodologies** The new generation of organizational development tools

# Precision in recruitment and selection

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In business the costs of bad recruitment choices are huge. Managers responsible for people management know how painful the consequences of wrong hiring decisions can be, but Talent Hunter™ can make the suffering a thing of the past.

Talent Hunter™ is a unique online tool that can raise the quality of employee recruitment processes dramatically and immediately, mitigating the risk and **enhancing the precision with which candidates are chosen** to meet an organization's true needs.

The tool extracts from the organization the information fundamental to selecting employees properly, then uses the information to create a **task and competence profile of the position** or positions to be filled.



The Advice Platform

What competences should the newly employed person have in order to fulfill all her/his tasks?

Clear all | add Advice/Marker

### TASK PROFILE

What tasks should the person who will be employed in the position be prepared to perform?

add new task | Clear all

TASKS

- Managing financial aspects of a project
- Recruiting staff and contractors
- Assuring high quality of project results and end products
- Coordinating the project team's work
- Managing the flow of information among project team members
- Remaining within the budget
- Maintaining contact with the financial institution
- Actualizing project schedule and budget
- Keeping the proper project documentation
- Participating in project coordinator's weekly meetings
- Aligning project priorities with those of the company
- Actively searching for business opportunities for a project's end products

previous step | next step

### INDICATORS

add new Indicator

- showing determination in measures to attain set goals
- dealing effectively with opposition and hurdles
- attaining set goals
- seeing tasks through to completion

previous step | next step

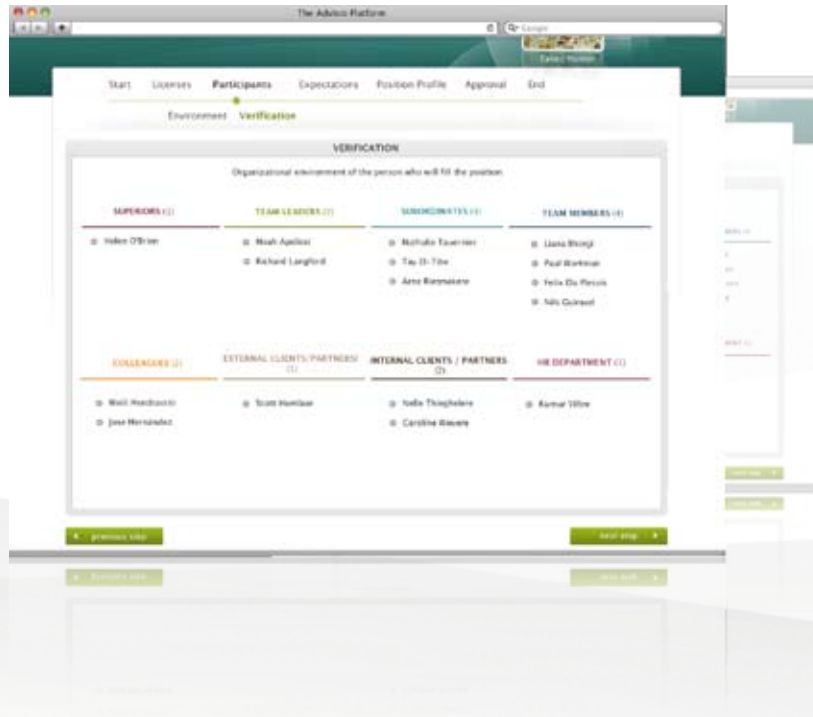
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## Talent in the functional sense

Quality recruitment and employee selection is not necessarily about seeking out the best, most talented people. Most often, it's about finding people who will take on and successfully complete **specific tasks** with talent and enthusiasm. Talent manifests itself at a specific time and place, and it is dependent upon specific context. Talent Hunter™ specifies the parameters of that context, examining and mapping out the environment in which the talent of a new employee can manifest itself.

## In a network of expectations

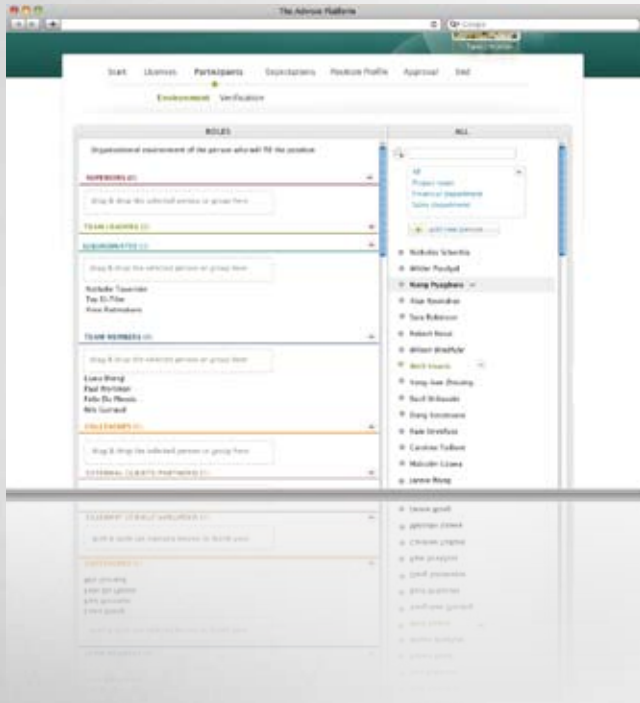
Operation of the Talent Hunter™ tool results in an all-embracing task-and-competence profile of the position that is to be filled. The tool creates the profile on the basis of the **expectations that the organization has of a new employee** in the position for which suitable candidates are being sought.



# In a network of expectations

The work of various people in an organization is **inextricably entwined**, which means employees are not only accountable to immediate superiors for the quality of their work. The competences and manner of performance of work by each employee directly affects the work quality and conditions of a wide group of that person's colleagues, superiors, subordinates, internal clients, partners and subcontractors – a far-reaching network of stakeholders.

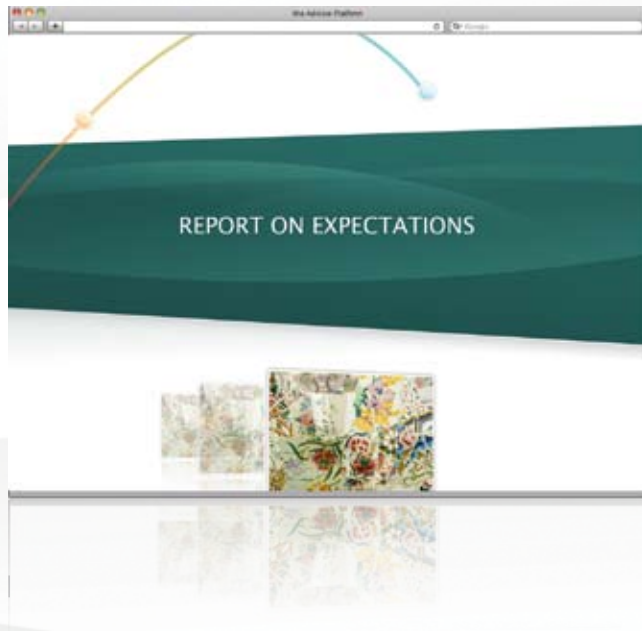
Generally, all **key stakeholders' have expectations** regarding the individual needed to fill a particular position in the organization. An in-depth examination of those expectations is a pre-requisite for successful recruitment. Talent Hunter™ makes it possible to invite an unlimited number of people to jointly specify the requirements that the **new employee** must meet. Involvement of the people who will be working with this person in the future is the first step towards good collaboration and **fast adaptation** within a team.



## Fitting into the immediate environment

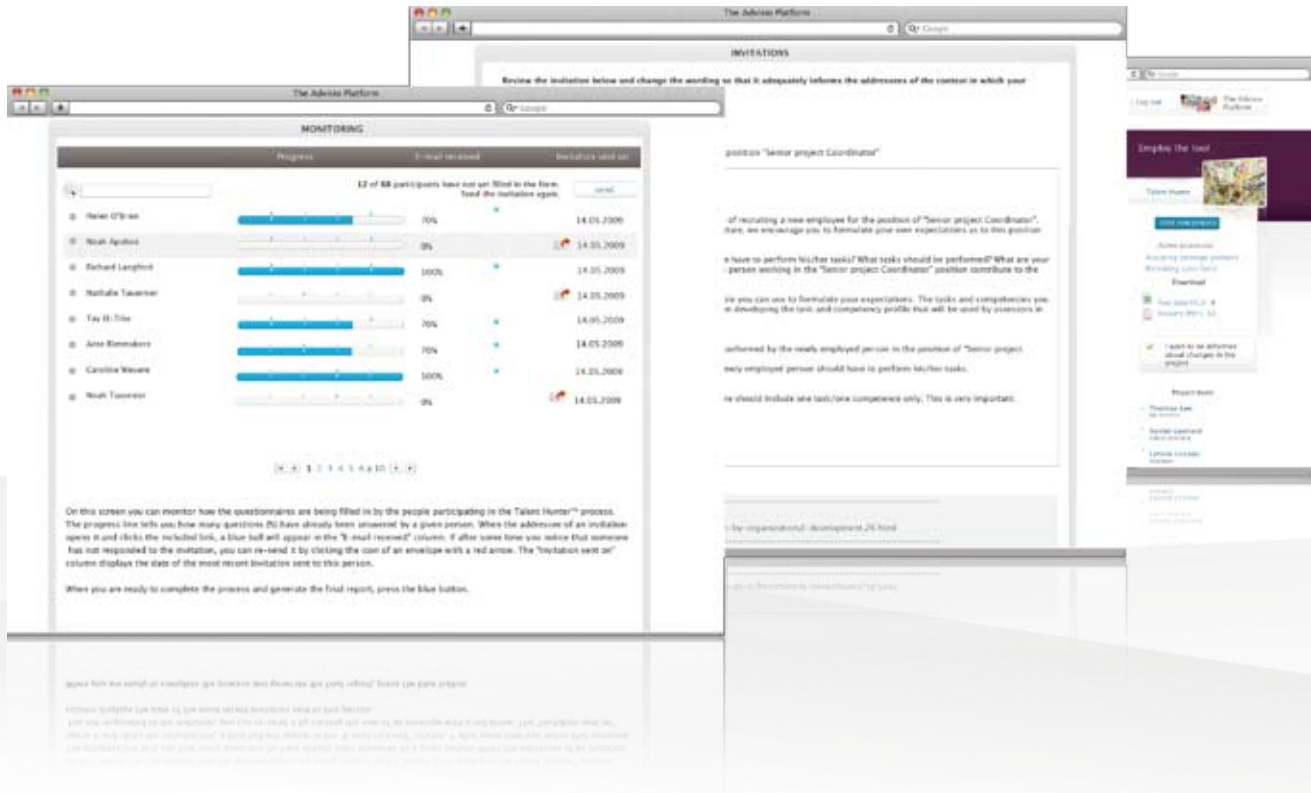
Talent Hunter™ examines the needs and expectations of a broad range of people who work in organizational proximity to the position that is to be filled. It allows information to be collected with regard to the tasks that the recruited person should perform in order to work in harmony with the new team and make a significant contribution to the firm's success. It also examines the **opinions of future co-workers, superiors, subordinates, partners and clients** of the new employee with regard to the competences they believe are needed to be effective in that position.





## A report that reflects expectations

Among the documents created by the Talent Hunter™ tool is a detailed Expectations Report presenting all the opinions and comments collected during the process. This Report can be a **key point of reference** in the discussion summarizing the trial period of employment and later decisions concerning **continuation of employment**.



10. ADVISIO Consulting Methodologies The new generation of organizational development tools

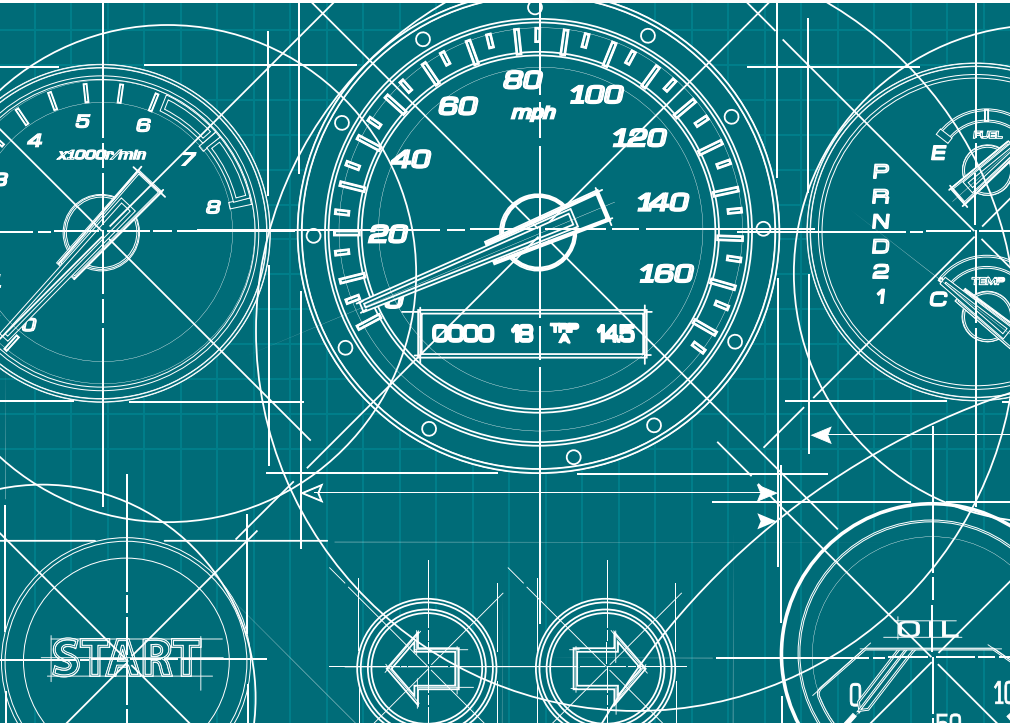
# A new Internet dimension

Talent Hunter™ will take the consultant, his/her client, and any number of future co-workers of the person recruited **step by step** through every stage of the process.

It is a **new generation tool** created to take full advantage of the benefits of cloud computing. It has been designed to assure that the entire process – from analysis of the organization's needs to construction and approval of the candidate profile – goes as smoothly as buying an airline ticket online.

## The pleasure of the process

Talent Hunter™ takes the consultant and project team step-by step through all of the stages of the talent-recruitment process.



### Get up and running in minutes

Configuration of the Talent Hunter™ tool and launching the process is fully automated – it literally takes only moments.

### Talent Hunter™ remembers, so you don't have to

You do not need to remember how the Talent Hunter™ process is performed, or even where you are in the process at any given time. As each stage is completed, the Talent Hunter™ tool will take you forward with a simple “next-steps” action plan. You can conduct dozens of projects simultaneously with no risk of confusion.

### One, and maybe 101 co-workers?

Talent Hunter™ does not impose any limitations on the number or positions of people who asked to specify their expectations regarding the tasks and competences of the recruited person. You can even allow everyone in the firm to create a task and competence profile of a new managing director!

## Important voices

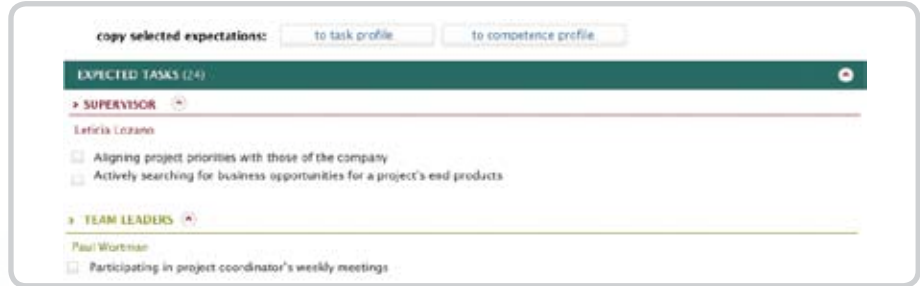
Organizations function well and develop effectively only when they're capable of skillfully meeting the needs of the immediate environment. Inviting external partners, suppliers and clients to take part in the Talent Hunter™ process can increase the adaptability of the organization and improve its external relations.

## Precision design or arbitrary arrangement

Talent Hunter™ allows precise design of a task and competence profile of the position that is to be filled. When creating the profile, you're free to use and formulate in any way the expectations, gathered by way of online questionnaires, of people who will work in close proximity with the new recruit. You're welcome to draw inspiration from the "Manager of the Future" competence model devised by Advisio.

## A common language between systems

Talent Hunter™ communicates well with other IT systems containing data needed to perform the process. All vital information can be imported and exported safely as Microsoft Excel files.



## Connection security

Talent Hunter™ keeps all data accessed or stored in the course of the process secure in the same way that electronic banking systems safeguard access to your financial information. Security is guaranteed by an encoded internet connection.

## Good relations

E-mail invitations to take part in internal development processes sent can be a positive element in an organization's policy for provision of information. Talent Hunter™ allows you to choose the wording of invitations and the timing of their distribution so that even the announcement of the process serves to strengthen the project team's positive relations with process participants.

## Everyone in contact

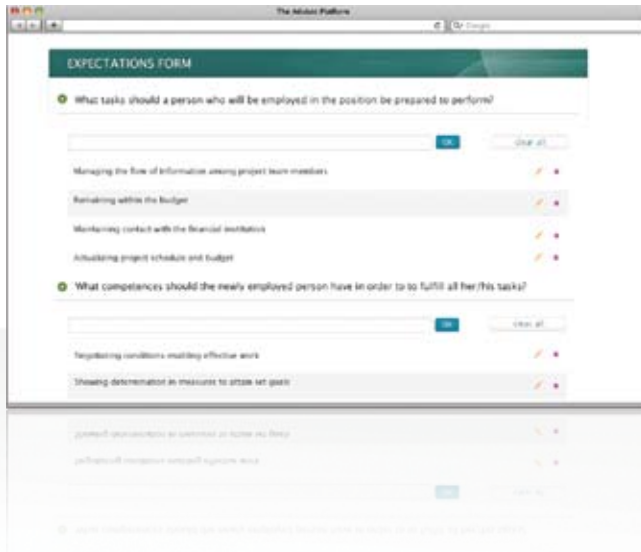
In the virtual world of cloud computing, the entire project team can work together without the need for in-person meetings or physical proximity. Talent Hunter™ looks after communication, documentation and information exchange like a good project manager.

## Regular information

Talent Hunter™ keeps the project team informed as the process progresses. The consultant managing the process sees the progress in detail as questionnaire responses come in. Other members of the project team are notified when 25, 50, 75 and 100% of expected responses have been received.

## The pleasure of taking part

Talent Hunter™ questionnaires are flexible, but built on a structure and style designed – and proven – to capture the attention and involve all of the process participants.



### When you're less busy

Because respondents in the Talent Hunter™ process fill in their questionnaires online, they are free to choose when they can spend the few minutes needed to do so. To gain access to their questionnaires using a coded internet connection, they need only click on the link they received by e-mail. Participants who, for whatever reason, must stop before completing the questionnaire can come back to it at any time using the same link. The Star Tracks™ process does not take long, but it does require a moment of concentration and consideration.

### Polite reminder

Schedules, meeting and deadlines can get the better of everyone from time to time. If any of the invited participants forget to fill in their questionnaires, Talent Hunter™ will email discrete reminders politely requesting their responses as soon as possible.

### Managerial perspective

Completing a Talent Hunter™ questionnaire enables each respondent to “sit in the managing director’s chair” for a while and think in terms of the organization’s needs. For the regular employees, this is an important and educating experience.

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### Awareness of what is important

For some HR directors one of the most valuable advantages of the Talent Hunter™ process is its ability to encourage reflection and stimulate discussion about the conditions necessary for effective cooperation among employees.

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### Getting off to a better “fast start”

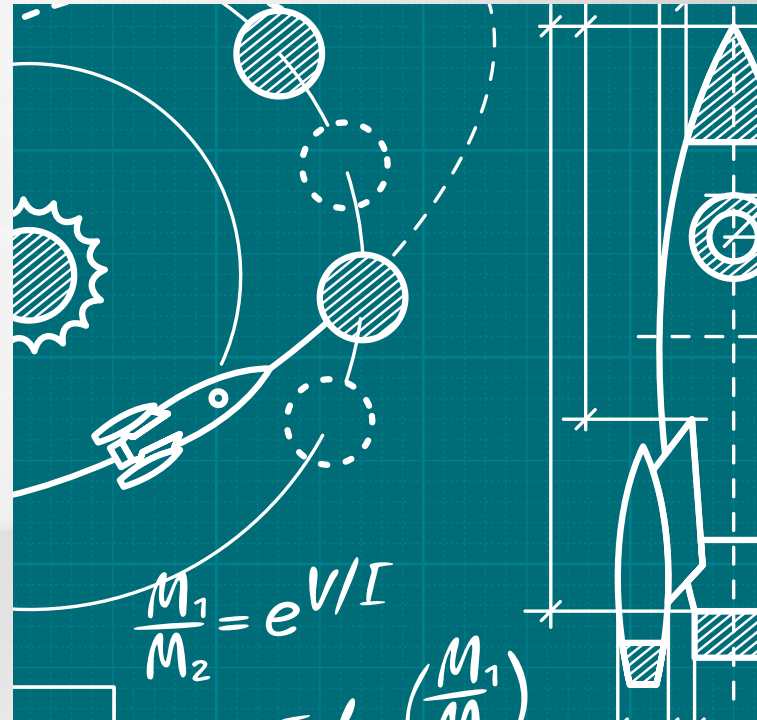
Involvement of people who will be working in the organizational proximity of the recruited person enables the person to adapt quickly in the new team of co-workers.

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### Aesthetic pleasure

According to many users the questionnaires distributed by Advisio tools are the nicest and most user-friendly questionnaires they have ever been given to fill in. If it is useful, why shouldn't it also be pleasant?

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## TASK PROFILE

Tasks of a person hired for the position Senior Project Coordinator will be:

- Managing financial aspects of
- Recruiting staff and contractor
- Assuring high quality of project
- Coordinating project team's work
- Managing the flow of information
- Remaining within the budget
- Maintaining contact with the client
- Actualizing project schedule as
- Keeping the project project on
- Participating in project coordination
- Aligning project priorities with
- Actively searching for business

## COMPETENCE PROFILE

TASK PROFILE / COMPETENCE PROFILE



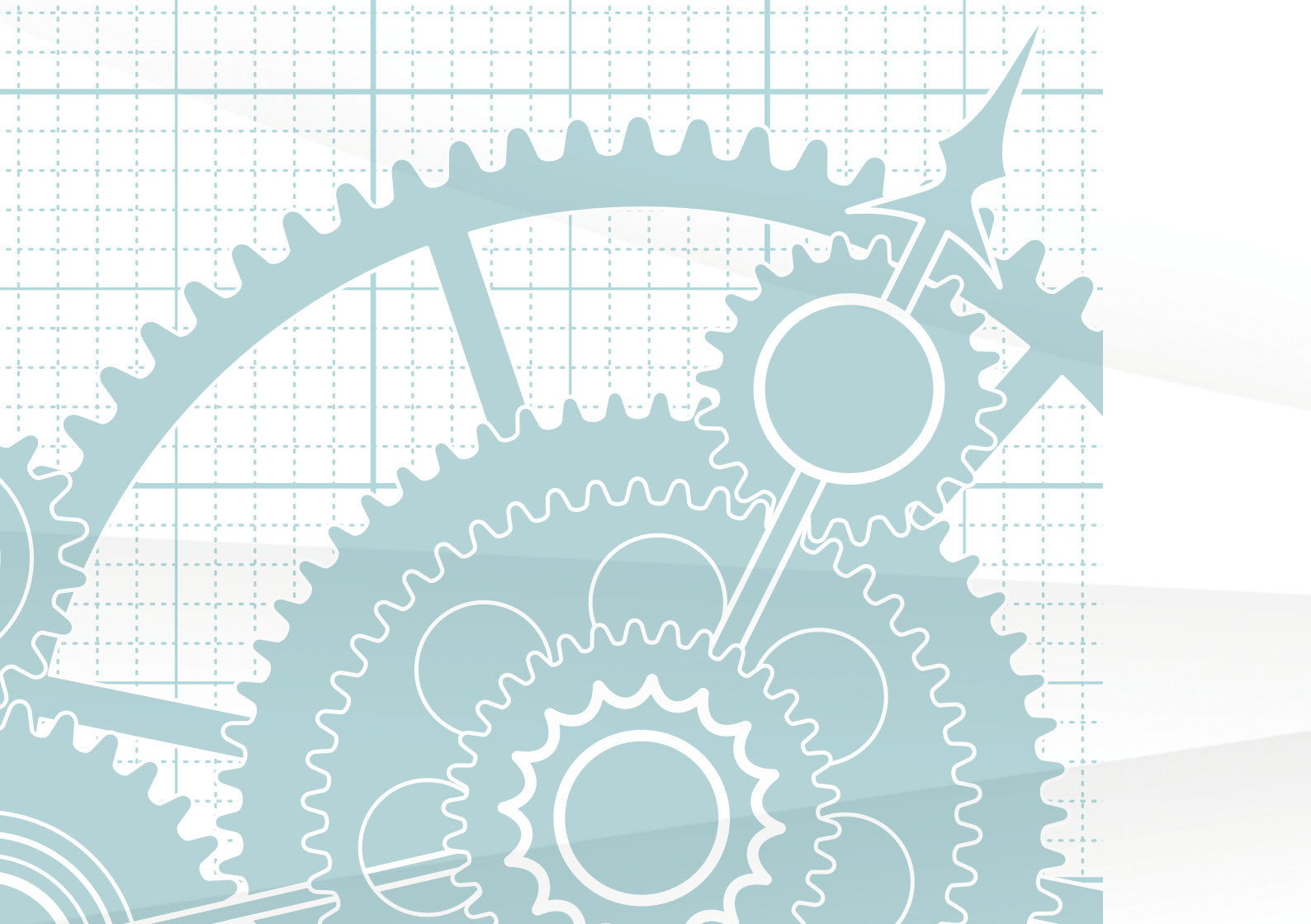


# It's like a recruitment insurance policy

By enabling a fundamental analysis of the organization's expectations of an individual needed to fill a given position, Talent Hunter™ constitutes a powerful, high-value support tool for HR consultancy firms. Talent Hunter™ assures the highest possible level of success in staff recruitment services.

The tool enables consultants to conduct important non-intrusive interaction with those who will work in the immediate organizational proximity of the recruited person, and it accomplishes this online, considerably speeding up the recruitment processes while lowering the cost.

And Talent Hunter™ helps structures consultants' work with clients. By moderating the decision process, it provides a reassuring "comfort zone" of reliability in professional relations.



# Use of the Talent Hunter™ methodology and tool

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Deployment and use of the Talent Hunter™ methodology and tool is strictly limited to consultants certified by Advisio Consulting Methodologies.

Authorized Advisio partners using this proprietary tool in consultancy work display the “Consultants of the Future” logo – a distinction reserved for training and consulting firms that apply Advisio methodologies and tools to give clients a distinct competitive edge in the 21st century economy.

