



REDUNDANCY & OUTPLACEMENT SERVICE



WATERMARKS OF QUALITY



The REC Code of Professional Practice:

- Principle 1 Respect for Laws
- Principle 2 Respect for honesty and transparency
- Principle 3 Respect for work relationships
- Principle 4 Respect for diversity
- Principle 5 Respect for safety
- Principle 6 Respect for professional knowledge
- Principle 7 Respect for certainty of engagement
- Principle 8 Respect for prompt and accurate payment
- Principle 9 Respect for ethical international recruitment
- Principle 10 Respect for confidentiality and privacy



Disability Confident Employer Commitments:

- Ensure our recruitment process is inclusive and accessible
- Communicating and promoting vacancies
- Offering an interview to disabled people who meet the minimum criteria for the job
- Anticipating and providing reasonable adjustments as required
- Supporting any existing employee who acquires a disability or long term health condition, enabling them to stay in work
- At least one activity that will make a difference for disabled people

THE LOCAL BUSINESS COMMUNITY

Hewett Recruitment are actively engaged with Herefordshire & Worcestershire's Business Community



Patron Member
Vice President
Board Member



Member



Board Member



Member of Working
Group



Chair of the 'Future Skills'
Board



Employment and
Skills Board



University Fellow



Patron



Patron
Foundation XV Member



Member of the Nmite
Partnership Advisory
Group



Cornerstone Employer

HEWETT RECRUITMENT

RECRUITMENT AS IT SHOULD BE.



40 YEARS IN BUSINESS

We are well established with an excellent reputation across Herefordshire & Worcestershire. Our clients trust us to deliver.



SPECIALIST SECTORS

We provide a reliable and professional service across

- Engineering
- Industrial
- IT
- Commercial
- Executive Talent



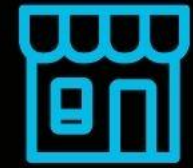
EXPERT CONSULTANTS

Our specialist, REC qualified Consultants combine expertise and an ethical approach to recruitment to build long lasting, successful relationships.



ADDED VALUE SERVICES

- Employer branding marketing package
- Interview Training
- End to end recruitment process management
- Labour market information
- CSR support



IN-HOUSE PAYROLL

Every worker paid accurately, on time, every week.



“
Hewett staff are always very helpful, they are great and understand our account - 10 out of 10
 - **Craig Portman, Shift Manager, John Tainton**”

“
We have used Hewett on a sole basis due to the exemplary service we receive.
 - **Emma Jeffries, HRD Manager, Southco**”



“
Hewett Recruitment have supported our growth and development on a sole-supplier basis for a number of years. This includes helping to ensure a smooth transition when the businesses moved to a new, purpose built site as well as reacting quickly and effectively to peaks in demand at short notice.
 - **Tony Browne, GM, IGS and Lens Online**”



Key Local Clients



ORCHARD VALLEY
 FOODS GROUP



REDUNDANCY PROGRAMME STRUCTURE

In the last recession (2008/9) Hewett Recruitment won the DWP contract for the Marches region to deliver redundancy and outplacement support for Managers and Executives. We achieved consistent feedback for excellence in delivery from our participants. Since then we have worked with several businesses to deliver this package for their employees facing redundancy.

Suggested Programme Structure:

1. Group Workshop – approx. 2 hours (either online via Microsoft TEAMS or on-site, whichever is most appropriate). The minimum number of people per Workshop would be 6.*
2. 'Deep-dive' individual session with each person – approx. 1 hour (on Microsoft TEAMS or in person)
3. Access to an optional further 2 x 20 minute sessions per person for advice and support over the coming months
4. Measurement of delivery success via participants' feedback

Pricing for this package is £300+VAT per person.

*Individuals can access TEAMS sessions from any laptop or smart device – we will send them an invitation to the session and they just click the link to join the meeting.

WORKSHOP OVERVIEW / OBJECTIVES

The group sessions encourage sharing knowledge and a feeling of 'in this together'.

The Agenda for the Workshop (approx. 2 hours) includes:

1. Increase your confidence in entering the jobs market – considering your marketable strengths
2. Discovering the hidden jobs market & the job search – knowing where to look based on your industry / objectives
3. Development of your personal 'Marketing Materials' – giving you the edge in the current market:
 - A Winning CV
 - Covering Letters
 - LinkedIn Profile
4. Using networking and social media to your advantage – covering offline as well as online networking
5. Approaching speculative applications
6. Interview techniques for success and typical questions for varying interview formats, including video interviews
7. Developing an action plan for your job search

INDIVIDUAL CONSULTANCY OBJECTIVES

The individual sessions can be completely bespoke to the person – their “personal coach”. These sessions are delivered by a Senior Consultant or Director of the Hewett Recruitment business – selected based on the most suitable match for the individuals we will be working with in terms of sector / specialism.

Candidates can use the **Individual Consultancy Session (approx. 1 hour)** as a deep-dive into whichever element of the process is most important / challenging for them. Many candidates use this session to cover:

- A full analysis, review and feedback on their CV and LinkedIn profile from a recruiters perspective
- Mock interview practice – tailored for their specific industry sector

Ongoing Support - Once individuals have established a relationship with us in the 1-to-1 sessions, they will have open access to call or pop in to see them for advice and support going forward. In many cases, we would aim to place individuals into suitable vacancies in the local area, securing suitable and sustainable employment as quickly as possible.