



VON Consulting

Passionate for your success!

Recruitment services

Personnel leasing

Training

Payroll & HR Administration

Executive search

Your HR Services Partner

We are passionate

Our passion is about excellence and performance. Passion of achieving customers' satisfaction as a source of our everlasting energy and reason for our existence.

Founded in the beginning of 2004, our goal is to bring the needed market knowledge and share experience in the HR field to our clients.

A team of Professionals that provide best services and total solutions to our clients in HR field, from recruitment to training.

We believe in relationships

We believe in creating long term partnerships, with our collaborators and clients, and seriously work to accomplish this objective. We believe in relationships that are based on mutual respect and understanding and we work hard to maintain these qualities in our relationships.

Passion

"Only passions, great passions, can elevate the soul to great things" Denis Diderot

Quality Driven

"Quality means doing it right when no one is looking." Henry Ford

Trust

"Trust one who has gone through it" Virgil, The Aeneid

Accountable

"Accountability breeds response-ability" Stephen R. Covey

Flexible

"The bend in the road is not the end of the road unless you refuse to take the turn." Unknown

Recruitment services & Executive search

Main areas of expertise:

IT ■ Construction ■ Sales ■ Finance-Accounting ■ Logistics ■ Marketing ■ Administration

We cover mainly middle level and specialists positions but we managed successfully top management positions as well as lower level combined with personnel leasing services.

Recruitment services

If you want the best people in your team, we will find them for you.

With a bird's eye view towards the "candidates market" and the targeted fields, as recruitment specialists, we are happy to offer you:

Quality Driven Recruitment Process

(screening, behavioral and competence interview, technical tests, case studies, brainteasers)

On time results

(short list of candidates, interview reports, competences map, referral checking)

Resources

(specialized consultants, qualified psychologists, competences testing software, applicants tracking system and extensive resumes database)

A cost effective fee structure

Assessment center

Through the assessment center, we can provide our customers a standardized evaluation of their employees or their candidates. The aim is to create clear guidelines of future performance or behavior.

Assessment Centers are a useful and sometimes necessary tool in making a clear distinction among short-listed candidates for key positions in the company.

Our assessment center will include a variety of different techniques aimed at measuring people's potential: aptitude and skill tests, personality questionnaires, behavior-focused interviews, group debates, simulation assignments such as: in-tray exercise, role-play, analysis and presentation exercises.

Executive search

Do you need Mr. "X"? We can find him for you.

Process steps:

- Step 1: Market overview based on competition companies search and analysis;
- Step 2: Search for contact/key persons inside the above mentioned companies through different channels or personal networks;
- Step 3: Contacting the targeted candidate directly and inviting him/her to a discussion about a possible career opportunity or other possible topics;

Process timing: depends on the difficulty of the position, generally between 2-4 weeks;

Communication flows: we maintain a weekly communication with client in written and when needed we prefer phone contact and emails to clarify requirements or situation of candidates.

We approach head-hunting with discretion and professionalism.

We fully protect the name of the people and companies that come in contact with us.

Contractual terms:

Short list:	minimum 3 candidates
Delivery term:	maximum 4 weeks from the contract signature
Guarantee period:	3-6 months, depending on the level of position
Invoicing terms:	20% on the delivery and acceptance for interview of short listed candidates 80% upon starting date of the successful candidate
Payment terms:	7-15 days from the date of issuance
Fees:	are negotiated

"We are exceedingly satisfied with your services and the quality you provide us. No matter our demands, you are always professionally and personally at pains to fulfill our requests brilliant and in time."

Gebrüder Weiss Romania

"We appreciate the customized approach and the quick answer to our hiring needs, demonstrated by Von Consulting's team."

*Crina Ilie
Recruitment Manager
Genpact*



VON Consulting

Personnel leasing

The personnel leasing is frequently used:

- for jobs of a seasonal character (such as tourism or constructions) or for project-based assignments;
- when your company has restrictions concerning headcount, but still needs to develop new projects and needs new people on the team. The personnel leasing solution is the best as it can be booked as a service and does not involve having the employees on the company's payroll sheets.
- when you want to avoid the hassle related to personnel administrative and legal responsibilities.

Employee leasing services provide a cost-effective solution for a company's human resource needs. Finding answers to critical employee problems and guidance through hiring, managing and firing employees can help managers simplify their lives. This also helps companies to focus on current staff, which will greatly improve the quality of those organizations.

VON Consulting will recruit and employ the people you need, and place them within your company, on the positions required by you. We thus become responsible for all necessary labor-law actions, administration and payroll of your employees and it secures replacement of the worker, if justifiable. We also become responsible of paying the taxes related to employment of your people.

It saves the time and unloads the customer of any burdens in the process of solving complicated situations with company's personnel

Benefits

Decrease of resources spent on:

- recruitment of personnel
- administrative tasks within your company
- payroll and payment of wages
- annual statement of workers account, taxation and insurance

"For personnel leasing VON Consulting delivered us the best option for our company needs. Very good communication. Minimum response time. Always reachable."

Thomas Simonis
Managing Director
Infineon Technologies Romania

Terms of collaboration

- Signature of the Temporary Workforce Service Agreement and Client Order
- Recruitment process runs on a different commission than the leasing one.
- Conclusion of Contract of Employment with the selected candidate.
- Monthly calculation and payments (the invoice includes the employee's gross salary and compulsory contributions to social funds, insurance companies and any other expenses related to the employee, due by the Employer).

VON Consulting is registered in the National Registry of Temporary Work Agents under nr 0000053/07.08.2008



VON Consulting

HR Consultancy

You need to have the certitude that your organization is developing and gaining ground in the direction desired by you. Our experience will save you the pain. We provide services, advice and guidance to both large and small to medium enterprises in different areas of HR.

Consultancy

- Employee Satisfaction Surveys (methodologies, proofing, testing, conducting the survey, recommendations)
- Consultancy and support on administrative and legal issues to our clients, mainly concerning employment regulations
- Experience in job analyses
- Conceiving and drafting Employee Handbooks

"You provided us with an Employee Satisfaction Surveys for two consecutive years and we were highly satisfied with the way you conducted the survey as well as with your comments and recommendations that proved very useful to us."

Adrian Chitu
Deputy General Manager
Computaris Romania

Experience with policies and procedures

Induction: we analyse your present situation and propose an induction program that will best fit your needs to have your new company employees adjusted to their new environment and getting them the means to perform.

Recruitment and selection: we experienced various systems and therefore we consider we have the expertise to work with you on the best solution concerning the recruitment and selections methods and steps.

Referral and relocation: we should all encourage our employees to refer new candidates to us, as they would be the most interested in having new capable colleagues. We can help you design the system and implement it as well as suggest possible packages for candidates relocation.

Appraisal: we were able to design and implement new evaluation systems and appraisal forms for some of our clients. Together with you we will try to find the best evaluation method for your company employees.

Security and safety at work: together with your security officer we can draft a procedure that will be easily understood and applied by your employees.

"I would like to thank VON Consulting for the support that we received during the inspection from the fiscal authorities last week. When I signed the contract with your company I have expected to receive professionalism, accuracy (and cost efficiency), and up to now I have received all of them in full."

Veliko Genov
Country manager Romania
Aroma SA Reprezentanta



VON Consulting

Training

We come with a personalized offer for your company be it communication and time management trainings or our special IT recruitment training.

For all industries we offer:

- Leadership skills training
- Communication training
- Time management training
- Stress management training

"I participated to several HR trainings, but I really appreciate this one for emphasizing the technical aspects in recruitment. The trainers from the technical field managed to share their knowledge and experience in a very accessible way"

Livia Mihalache
HR Manager
Nobug Consulting

Special fields trainings:

Technical recruitment training for IT Sector – Face IT! Target group: Recruiters of IT companies

We have completed a training program based on a different approach on IT recruitment, where both technical and HR people have contributed to an excellent material. It can train your recruiter to perform better within a month time. This approach has been used on our own staff and we can guarantee the results.

Recruitment training for IT professionals Target group: Team leaders/Project managers that conduct interviews

Your technical people that need to interview the new comers in the organization will need the skills of a good interviewer, that can cover not only the technical part but also the soft skills part.

"I learned new technical things that I had no idea of and I strengthen my knowledge in the field. I did not have the IT interview technique well defined. The questions learned will definitely be useful to me in a technical interview."

Alexandra Popa
HR specialist – Recruitment
Romsys

Sales training for Insurance and Banking Sector Target group: sales agents, bank and insurance companies employees



VON Consulting

Payroll & HR Administration

You can save 10, 20 and up to 50% from your actual costs by outsourcing payroll and HR administration.

Using Von Consulting as your external provider for payroll and HR administration services , you will have an increased efficiency of your time and less paperwork to do.

Included services:

- *payroll processing*: calculation of the salaries, social security contributions, health insurance contributions, unemployment fund contributions, personal income taxes on salaries
- *relationship with Local authorities*
- *drafting, filing and registration* of all documents related to employees' labor contracts
- *completing and filing the Employee Evidence Register* and register it in legal term
- *completing and filling the fiscal fiches* and register them in legal term.

Benefits:

- Maximum confidentiality of all information related to the wages
- Transfer the administrative hassle to our team
- Monthly activities reports
- Active participation in the draw-up of all the documents your auditors might need
- Decrease of resources spent on administrative tasks within your company

Contractual terms:

- monthly completion and filing of declarations and payroll chart
- monthly invoicing
- payment term: 7 days upon invoice issuance

"VON CONSULTING are extremely valuable business partners. They have strong Human Resources background and fascinating feeling to the needs of their clients. VON CONSULTING are demanded consultants, they know very well their scope of business"

Roman Asenov
Trade Coordinator
International Department
Bella Bulgaria SA



VON Consulting

Von Consulting SRL

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