

Candidate Brief

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huxleyassociates

www.huxleyopportunities.com

Huxley
Associates

Welcome to Huxley Associates

Unlimited sales opportunities

Join Huxley Associates' award-winning team and enjoy unrivalled training, fantastic incentives and an exciting, fast-paced career in recruitment.

Huxley Associates is an international recruitment company with around 500 employees all over the world.

We understand that the future of our company depends on the ability and drive of our people and we invest heavily in our employees to create the leaders of the future.

Recruitment is an international industry that offers exciting career opportunities and the potential to earn excellent money. Many of the major recruitment companies are now publicly listed and the industry is one of the fastest growing and most aspirational business sectors within the global economy.

In 2007 our top-earning rookie billed £367k, earning in excess of £100k, and our overall top performer billed £1.1m, earning more than £350k.

While there are many recruitment companies, there are very few that can offer their employees the fantastic opportunities that we do. This is reflected in our staff retention rates, which are much higher than the industry standard. Our employees have voted us into the Financial Times Top 50 Best Places to Work list for the last four consecutive years.

We recruit ambitious and creative individuals from a diverse range of backgrounds and seek the prime talent we need to enable the company to continue to prosper.

This booklet is designed to give you an overview of the company, what we stand for and our recruitment process. Further information is also available on our website www.huxleyopportunities.com

What is recruitment?

Recruitment is a fast-paced and highly competitive industry that provides services to all business sectors and organisations – from small sole trader companies to multinational corporations.

In simple terms, the role of the recruitment consultant is to ensure that the right people, with the right skills and attitude are in the right place at the right time.

All organisations depend on the commitment and efficiency of their employees to deliver a high quality service. Therefore, it is vital for them to attract, recruit and retain a skilled and motivated workforce.

Recruitment is essentially a sales function. The recruitment consultant acts as a vital link between the client and the candidate.

About us

An award-winning company

Huxley Associates has built a solid reputation for supplying exceptional recruitment services across the IT, Banking Technology, Global Markets, Accountancy & Finance, Engineering, Energy and Human Resources sectors.

We have won many prestigious awards in recognition of the excellent recruitment services that we offer. These include: the Computing Awards for Excellence, regional finalist in National Business Awards UK and finalist in the Graduate Recruitment Website of the Year.

We are proud to have received a number of accolades in recognition of our commitment to our employees, including:

- Financial Times Top 50 Best Places to Work (UK) (2004/2005/2006/2007)
- Financial Times Top 25 Best Places to Work (Netherlands) (2007)
- Winner of a National Training Award
- One of The Guardian's Top Employers in the UK (2005/2007/2008)

Huxley Associates was founded in 1995 as part of the publicly listed SThree group of companies.

Exciting future plans

Dubai, Singapore, Sydney, Chicago...

Our ambition is to become the number one international specialist recruitment consultancy. We actively seek opportunities to expand our operations on a global scale.

Huxley Associates currently has offices in:

- UK (London, Manchester, Birmingham, Reading)
- Netherlands (Amsterdam)
- France (Paris)
- Germany (Frankfurt)
- USA (NYC)
- Belgium (Brussels)
- Hong Kong

We believe that the recruitment industry offers limitless opportunities for development and we will endeavour to corner the market wherever there is a demand for first-rate recruitment services.

To build upon the success of our European operation, we plan to open offices in Munich and Zurich in the near future.

Huxley Associates is currently building a significant presence across Asia from our Hong Kong office and we plan to open further offices in Dubai and Singapore soon.

We are excited about our considerable accomplishments in the USA to date and we intend to monopolise this growing market over the coming years.



Creating a culture for success

Pride, creativity, honesty, professionalism, respect & fun

We believe that the most successful companies are driven by the power of individuals working in unison with a shared set of common goals and values.

Huxley Associates' company values were shaped with the help of our top-performing employees. We asked them to think about the principles they incorporate into their work to enable them to succeed. Their feedback proved invaluable in developing our values of pride, creativity, honesty, professionalism, respect and fun.

We take our corporate social responsibility very seriously and encourage our employees to 'give something back' through volunteer leave and company-wide charity efforts. Our endeavours have helped to earn our group an ATSCo award (Association of Technical Staffing Companies).

As an equal opportunities employer we embrace individuality and diversity and employ a rich tapestry of talent, irrespective of background, age, ethnicity, colour, gender, disability, sexual orientation, marital status and religious orientation.

Unrivalled training and development

Winner of a National Training Award

Our staff benefit from what we are confident in saying is the best all round training programme in the industry. This has been independently recognised by the National Training Awards.

Training needs are considered on an individual basis, starting on the first day of employment and our intensive development programme continues throughout every employee's career.

We invest heavily in our employees to create the leaders of the future.

Each new starter is allocated a performance coach with whom they will have up to 16 one-to-one training sessions per year. These sessions help our consultants get to grips with recruitment and support their personal growth. Progress and development is monitored at monthly business reviews as well as at quarterly, biannual and annual appraisals.

Ongoing training combines on the desk coaching, formal in-house training courses, external industry training and management coaching. Ad-hoc courses are also offered when considered relevant to the individual's career path.

Your career

What can we do for you?

Huxley Associates can offer you unlimited opportunities for career development because we only promote from within. Our success to date is testament to our unique meritocratic culture, which is centred on this organic growth policy. Each and every member of our management team started out as a trainee within the business and worked their way up.

Many of our employees have been given long-term opportunities to set up new Huxley Associates offices and divisions all over the world. Others have even been given the chance to start new companies within the publicly listed SThree group.

**Fast-track your career
with Huxley Associates.**

The following example shows how our meritocratic system helped one university graduate's career to thrive after he joined the company in 2005. Despite the fact that he had minimal sales experience, he quickly became one of the leading consultants on our London Global Markets team after taking full advantage of our training programme.

Within a year he had helped to create a niche market for Global Markets in Asia. Just two years after joining the company he grasped the opportunity to move to our prestigious Hong Kong office and his career continues to go from strength to strength.

What we offer you

Rewards, incentives and benefits

How many companies do you know that would take their employees on an all-expenses VIP trip to Las Vegas or Ibiza?

A career with Huxley Associates offers much more than just fantastic earning potential. We reward exceptional hard work and achievement with amazing incentives and benefits, including:

- Company car - three levels from Volkswagen Polos to Porsches, and three Aston Martins are available each year for the top performers in the group
- Up to four holidays a year to: Ibiza, Las Vegas, Miami, Italy (skiing) and Barcelona
- Lunch clubs in exclusive Michelin-star restaurants
- Friendly, approachable teams where hard work and effort amounts to success, money and career progression
- Service linked pension, private health care and life assurance schemes
- Holiday allowance starts at 23 days and we give all employees an additional day for every year served with the company (up to 28 days). We also offer 12 months maternity leave (UK)
- Share options from management level onwards
- Tickets to prestigious sporting events

Huxley Associates is a very social company and we strive to incorporate our company value of 'fun' whenever we can. Our employees regularly enjoy nights out with their colleagues and each year we organise an extravagant company ball to celebrate the successes of the year.



Recruitment process

Interested? What next?

Now is a fantastic time to join Huxley Associates if you are looking for a long-term career path with excellent prospects.

If your application is successful we will invite you to attend a competency-based interview process which is designed to get the best out of you. If you do come to talk with us about your future then we recommend that you take some time to learn about the company and the recruitment industry in general.

If you want to give yourself the best chance possible it is important that you prepare thoroughly for your interview.

Contact our Internal Recruitment team for an informal chat about our current opportunities on 0207 469 5844. Further information is also available on our website www.huxleyopportunities.com