

Tired of juggling  
staff? Let The  
Personnel  
Group take  
over!



recruitment

At The Personnel Group we can:

- Promote your vacancy on the Australian JobSearch Website [www.jobsearch.gov.au](http://www.jobsearch.gov.au) at no extra cost.
- Advertise with Seek [www.seek.com.au](http://www.seek.com.au) which entitles you to 30 days of advertising (this will incur an extra fee)
- Promote your vacancy, accept applications, shortlist candidates for pre-screen interviews.
- Conduct in depth interviews which involve filtering the applicants who are most suitable for short listing.
- Ensure that for the final interviews you conduct, you have the highest caliber of candidates to choose from.

**\$495** including GST



## INTERVIEWING CANDIDATES

Our trained consultants conduct in-depth interviews, ensuring the right questions are asked, providing a list of the most suitable candidates followed by a synopsis report of those interviewed.

**\$750** including GST



## REFERENCE CHECKING

Our consultants will undertake professional reference checks which assist in pinpointing abilities, strengths and weaknesses of candidates.

**\$25** including GST (per check)



## CANDIDATE NOTIFICATION

The Personnel Group will notify all candidates of their interview outcomes.

**\$95** including GST

## ADVERTISING

We will co-ordinate additional advertising, including copy writing and booking at your request.

To lodge a vacancy call Tracey Whatley  
t (02) 6056 1833

e [recruitment@personnelgroup.com.au](mailto:recruitment@personnelgroup.com.au)

the  
**personnel**  
group

service • solutions • success

1/508 Swift St **Albury** NSW 2640 t 02 6041 1577

155 High St **Wodonga** VIC 3690 t 02 6056 1833

55 Yambil St **Griffith** NSW 2680 t 02 6964 6002

10 Pine Ave **Leeton** NSW 2705 t 02 6953 7342

45 Napier St **Deniliquin** NSW 2710 t 03 5881 5788

[www.personnelgroup.com.au](http://www.personnelgroup.com.au)



Quality  
Endorsed  
Company