

American Incite, Inc.

strategic talent acquisition & team alignment



917 Hillfield Court
Oceanside, CA 92058

Phone (760) 754-2444
Fax (760) 754-2453

www.americanincite.com
[talent \[at\] americanincite.com](mailto:talent@americanincite.com)

American Incite Surgical Recruiting Process

Executive Search & Recruiting is a specialized form of management consulting that involves an ongoing process of gathering, evaluating, providing and acting on information.—

In their seminal work, “Headhunters, Matchmaking in the Labor Market” Finlay and Coverdill, characterized “headhunters” as the *visible hands of the labor market occupying a dual role in an unusual sales process of complex, high-level front-line service worker that has a significant impact on conducting business, managing relationships, and in making decisions that are extraordinarily consequential to economic and organizational sociology.*

Learn more...

Selecting a firm for recruiting your brain trust should be handled with the same care and due diligence that one uses when selecting a physician, an attorney, an accountant or any other business critical consultant. In a nutshell, our:

- ✦ **industry** experience includes engagements with manufacturing firms, service providers, and contractors across a broad range of business cultures.
- ✦ **clients** hail from global corporate business units and field sales offices of large complex enterprises; to medium and small employers; and venture backed startups.
- ✦ **talent** acquisition concentrates on senior executive and management in disciplines that include Sales, Marketing, Operations, Engineering, and Finance.
- ✦ **reach** extends to both domestic and international markets in a variety of industries, and professional disciplines.

Our effectiveness comes, to a great degree, from a formula of conditions:

- ✓ First, we obtain a good understanding of who you are as an employer, what your products are, what you want, and what the job entails.
- ✓ Next we clarify the respective challenges and obstacles that need to be solved or overcome.
- ✓ Finally, we seek to identify measurable, performance based objectives that will determine success, in the context of the goals, strategies, tactics [activities] for the job that needs to be done.

Our considerable abilities, endurance, and instincts function as the catalyst to effective recruitment.

We follow a model of:

- building trust
- developing an understanding of a problem, and then
- presenting a solution.

American Incite: a Surgical Approach:

Recruiting is a process

Employers can find and attract people through various channels, including networks, advertisements and recruiters.

American Incite is effective because of its **surgical approach**. We gather evaluate, provide and act on information; which is used to make critical decisions that increases the odds of a successful outcome.

Gathers Information

We enable the gathering of information by assisting in and expediting the process. We help identify critical information by interacting and collaborating with your staff and managers.

Evaluates Information

We apply the information we gathered and integrate that with our personal judgment in fulfilling the expectations and needs of both individuals and employers.

Provides and Acts on Information

Once we have gathered and evaluated information that will impact the outcome of a search we then provide that information to our clients so that it can be acted on with the urgency that is required to facilitate a positive outcome.

Increases Your Odds

We substantially enhance an employer's chances of attracting the talent sought for critical positions that must be filled and we increase the odds an offers of employment will be accepted.

Search methods and procedures

Executive Search is a Collaboration

The search business is unlike any other business. No other business has an end product that thinks for itself and makes its own decisions You and/or your staff will be spending a lot of time with the search team that you select so nothing can substitute for good rapport, mutual respect and trust. Choosing a search firm that understands what makes relationships work will improve the chances for a successful search. So make it a point to understand the search process. The more you understand about the process and the closer you work with your recruiter the more you'll contribute to a successful collaboration.

Discovery

We realize that search assignments require a substantial investment of time and resources by decision-makers that are responsible for the hire. Therefore, we assist you in assembling the right team from your firm.

The company selection team should consist of people from departments who will be affected by the recruiting effort, who agree a search is necessary, and who will make the commitment to engage in the process.

We assist in bringing into focus key elements that define the search specification and we help identify issues that may not have been considered. Discussions should include considerations about your business including any aspects that make your organization unique relative to its culture, business plans and strategic market place and product initiatives that are being considered.

Qualify the Position

Gaining a complete understanding of the duties, responsibilities and authority of the position to be filled will precede an effective search process. An initial investment of time and effort at the beginning of a search will identifying and packaging what the client has to offer and help ensure the best possible candidates are identified and recommended. In addition to any documentation you may have we identify and prioritize the major elements of a search with our [Search Navigator](#).

Develop the Specification & Candidate Profile

Once this document is completed we arrange for intensive discussions with management and other key individuals of the client selection team with emphasis on achieving the solution to the need behind this position. This collaboration will help to define the qualifications, personality and stature of the individual you seek to attract relative to your organization and the individuals with whom the successful candidate will interface. This process will result in a mutually agreed upon position specification that will serve as the basis for the search.

Begin the Search

American Incite in conjunction with the client will identify a target pool of candidates and companies that is consistent with the candidate profile. Initial Research is also conducted thorough fresh market analysis to identify individuals who are contributing to the success of target organizations in your market or related industries. We conduct in-depth analysis of target companies' trade associations to identify individuals who are making significant contributions to their organizations and industry. We will also review and screen in-house candidates that could be considered for the position.

Prospect Contact and Candidate Selection

We contact and talk with viable prospects that are screened by telephone, at some length, highlighting the position specification and what our client has to offer. Resumes may or may not be available; however, we develop profiles on each prospect that we contact. We screen out the unqualified and then conduct additional interviews with the most qualified prospects from the candidate pool.

Client Selection Team Communication and Market Analysis

Throughout the assignment we maintain frequent phone contact with your selection team. As we identify qualified individuals we contact your selection team to present a confidential summary of each prospective candidate's background, accomplishments and reasons [tangible and intangible] that they fit the selection criteria of the target position.

A confidential written summary on each serious candidate is sent to your selection team. In addition to search status updates we provide you with an analysis your competition [including compensation and work place issues] and how the marketplace views your organization and the industry as a whole.

Candidate Interviews

Once the candidate profiles have been reviewed meetings are arranged with candidates that the selection team would like to interview. Upon written request we will conduct reference and background checks and assist in any final negotiations.

The Offer

It is essential that American Incite manage every aspect and detail of an offer. Besides the close and follow-up, this phase of the recruiting process is critical and should always be initiated by your consultant. We've made hundreds of offers...no one is better qualified.

The Close

If there is one factor that is the most critical to any search, it is closing the candidate to insure against counter offers and myriad other events that could cause an accepted offer to fall-off. This process starts from the very beginning of the search, continues throughout, and during a candidates initial assimilation into the new organization.

Assistance in "closing" --- with emphasis on both parties making a sound rational decision relative to the respective parties mutual needs and wants.

Follow-up

Our process includes regular follow-up with the successful candidate and management. Unforeseen issues that might only be identified by a neutral party can arise after a placement. Early identification of potential challenges will help to facilitate a resolution and a smooth transition.

We view an initial search with our clients as the beginning of a partnership; therefore, we document our activities throughout the search. Our initial orientation with your firm, industry research and candidate contact serve as preparation to conduct future searches for your firm.

We look forward getting to know you, to hear about your challenges, and for the opportunity to provide you with effective recruiting solutions.