

# **Talent** Matters



# Happy to Welcome You



# Elizaveta Raitina

Director





Attention to the country's Hi-Po specialists and talent

> Fast growing economy

Cultural connection among the CIS & Central Asia countries

Highly experienced team of professionals

LavoroSolutions in Numbers

10000

Employees in administration

30+

Years of consultants' expertise in HR market 900+

Clients

300+

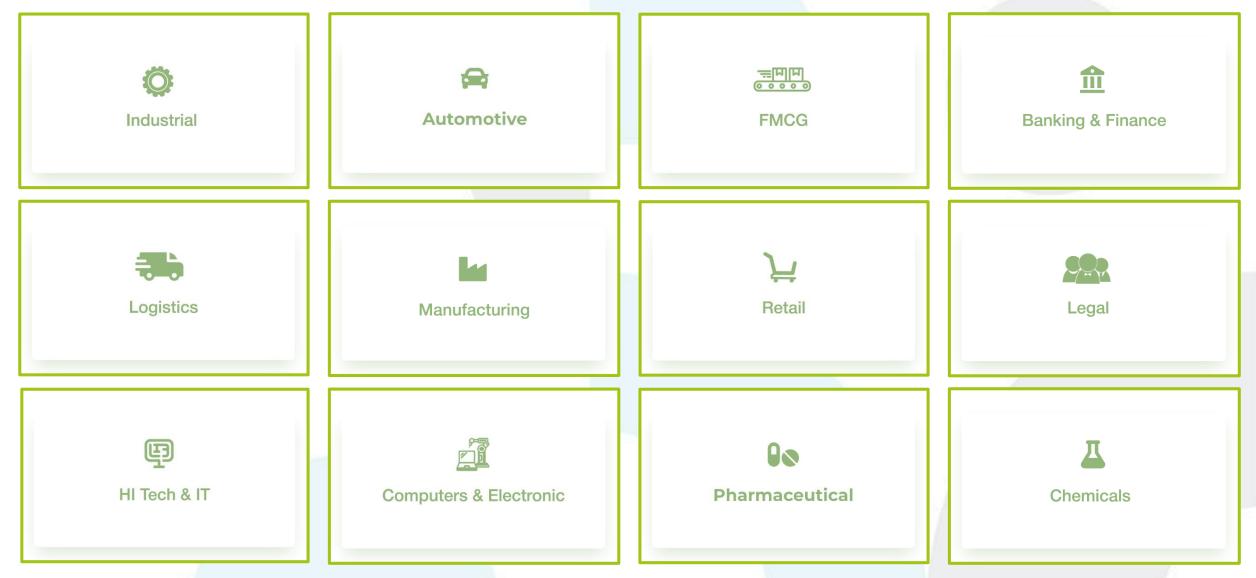
Current short-term and longterm employment projects 200+

HR consultants and experts

30+

Years of work in multiple markets across the world

# Economic sector in the Client portfolio



# **Our Services**

# Recruitment

Professional Search and Selection

Top Management Selection, Industrial Selection, Mass Recruitment

Talent Mapping

Conduct of Assessment Centres

Salary Surveys

Staffing and Target Based Outsourcing

Short- and Long-term Temporary Staff Provision

TBO:

- TBO Reception
- Call Centre
- Direct Sales Support
- Industrial

Recruitment Process Outsourcing (RPO)

Temporary Staff Provision for flexible integrated solutions with responsibility for the outcome

# HR Consulting

Career Conversation

Assessment & Development

Inspirational Safety

Cross-Cultural Communication

Career Mobility & Transition

#### Recruitment

65

+ consultants

3500

placements per year

86%

Clients come back with repeat requests

# Expertise in:

- Sales and Marketing, FMCG
- Sales and Marketing, Retail
- Sales and Marketing, B2B
- IT, Telecom
- Manufacturing and Engineering
- Construction

- Purchasing and Logistics
- HR
- Administrative Staff
- Pharma and Medicine
- Finance and Accounting
- Legal

# **Complete Solutions for Different Situations**



# Non-key Functions Outsourcing

# Office Functions Outsourcing

- Selection of candidates
- Replacement providing
- Administration
- Calculation/wages payroll
- Quality management consulting
- Education
- Uniform provision

# Call Centre

- Selection of candidates
- Replacement providing
- Administration
- Calculation/wages payment
- Quality management consulting
- Education
- Uniform provision

# Sales and Field Staff Outsourcing

- First-class staffing and recruitment
- Full compliance and adherence to all laws and regulations
- Absolute financial transparency
- Reliability and predictability for the Client
- Labor protection consulting
- Large client base in HR services
- Many years of experience in the international market of BTL services

# Industrial Outsourcing

### LavoroSolutions

- Initial recruitment and selection
- Maintaining employees' headcount on the project
- HR administration and payroll
- Training. Development of training materials
- Quality control
- Developing incentives & bonus schemes
- Control over compliance with health and safety requirements
- Control over volumes maintenance
- Meeting deadlines
- Optimization of the processes

#### Client

 Monitoring and control of the final results

# LavoroSolutions On-site

- Technical and engineering personnel & executors
- Safety engineers
- On-site coordinators
- Shift foremen
- Quality control group

- Reducing Customer's expenses
- Reducing the Clients' staff headcount
- Releasing Client Resources
- Transfer of main / auxiliary production processes to the outsourcing company

#### **Recruitment Process Outsourcing**

RPO is the service that involves the transfer of operational responsibility for one or more recruitment processes, including administrative ones, from a Client to a service provider.

# Candidate start date guarantee

#### 3 Task types

- New product launch.
- Global business expansion.
- Change of strategy.

#### 3 RPO types

- Recruitment support.
- Project PRO.
- End to end RPO.

#### Our RPO standards

- Formation of a team for the task.
- Modelling of processes.
- Analysis and strategy of personnel search.
- Search and attraction of candidates.
- Evaluation of candidates.
- Hiring.
- Withdrawal and adaptation of the employee.

#### HR Consulting

#### Career Conversation

Implementation of culture of Career Conversation in the company

Development of managers' leadership competencies in the field of career coaching & mentoring

Involvement of employees in Career Conversation culture and development of their career management competencies

#### Inspirational Safety

Implementing a Safety Culture in Organization

Development of inspirational leadership competencies in the field of Labor Safety

Involving employees in Safety Culture of a Production Organization

#### Assessment & Development

Comprehensive assessment of all levels employees' potential with developmental feedback on the results

Development of leadership, basic management and soft skills development programs in hybrid formats

Intensive programs with a focus on 1-2 competencies based on assessment results

#### HR Consulting

#### Career Mobility & Transition

Advising HR on staff career mobility at the stage of company transformation

Training managers to manage employee career transitions

Formation of employees' readiness for multi-career and transition

#### **Cross-Cultural Communication**

Auditing a comprehensive construct of intercultural competence in a company

Development of managers' inspirational leadership competencies in the field of cross-cultural communication in business processes

Engaging employees in improving understanding to use outc omes of Cross-Cultural acceptance

98% positive evaluations

of the program results

# Innovation & Technologies



Automated platform for project employees



**Productivity** of internal processes and daily activities Added value of our services for Clients and project

Compliance with all legal requirements Evolution technology that allows us to develop services for our customers

- Online access to HR data and inquiries.
- Well-thought-out logic of application and notification approval process to users.
- Display of the composition of the entire project team and necessary contacts.
- Available on any device with Internet access.



# Innovation & Technologies

Automated platform for project employees

Function (Ex)	Description:
User Profile	Employee personal data and contacts Project contacts HR information Vacation balance Mob Data communication, Corporate Insurance Data
Vacation	Online Vacation Application & Email Notifications Electronic notifications Formation of all necessary document templates in the system Adaptation of the vacation list to the needs of the project Flexible vacation transfer functionality Availability of vacation calendar for project colleagues
Business trips	Online travel application & Email Notifications Electronic notifications Formation of all necessary document templates in the system, including expense report Electronic verification of travel documents Access to colleagues travel calendar
Sick leave	Online informing about the opening of the sick leave Sample sick leave Flexible functional extension / closure / cancellation of sick leave Control of applications and history of actions
HR personal requests	The solution of personnel requests directly with the personnel team: copies of documents, certificates, etc. Monitoring application progress status



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