



OUR RECRUITMENT PROCESS



Step 1:

LISTENING TO YOUR NEEDS

We meet with your team to fully understand your needs.

We will have specific questions to understand your

- requirements
- organizational relationships
- and culture.



Step 2:

HEADHUNTING & MARKET RESEARCH



Using a variety of tools including: **internal databases, public materials, industry and cultural associations, proprietary MSG recruitment methods, and a first class tech stack**, we target candidates and companies with relevant attributes.

An Executive Brief is prepared and distributed.

Step 3:

WIDE SCALE SEARCH, QUALIFYING AND MSG INTERVIEWS

Target candidates are solicited by your Lead Consultant and interest is cultivated.

We keep our client informed on the market reaction.

In-person or video interviews are held by the Team Lead with subsequent qualification of candidates with Managing Director, Personality Profiles etc.



Step 4:

SHORTLIST & SUBMISSION



Once we are satisfied that we have exhausted the market, we prepare our **candidate submission**.

We meet with your team to **review each candidate in more detail** and respond to any questions or clarifications.

Step 5:

CLIENT FILTERING & FACILITATION

We coordinate all steps of the candidate selection process and support your team in the conduction of interviews.

We keep close contact with candidates and address any questions ensuring the client has transparency on the process.



Step 6:

VERIFICATION & DUE DILIGENCE

MSG will conduct thorough and detailed reference checks on all final candidates.

If directed by the client, any additional checks such as educational, credit or criminal can also be completed.

We also offer a variety of candidate assessment reports.

Step 7:

OFFER PREPARATION AND DELIVERY

Once the client is prepared to present an offer, **MSG will consult on the structure of the compensation package.** We will provide counsel on negotiations with the candidate; and serve as an intermediary to resolve questions or details to everyone's satisfaction.



Step 8:

CHECK BACK & SUPPORT



We stay in close contact with the candidate through to the start date ensuring a smooth transition.

We follow up 60 days after placement to ensure that there is an initial fit and the outcome remains positive.