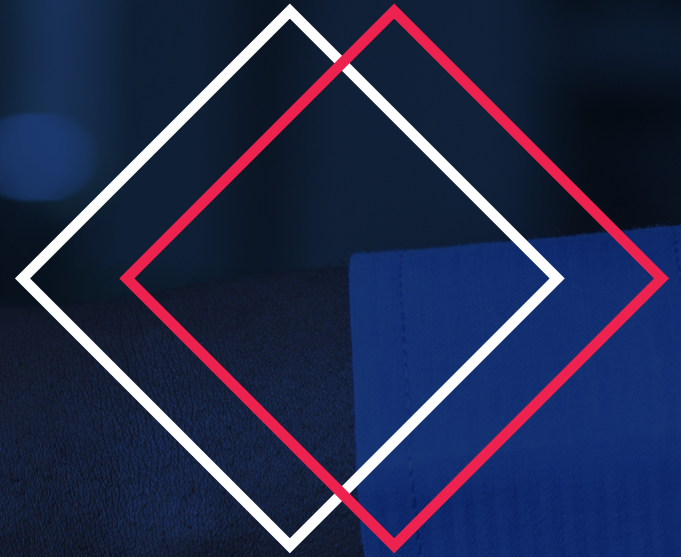


boden-us

**our recruitment
capabilities**



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people first

We know that people are the beating heart of our business. Our dedicated team, our talented candidates, and our sector-leading clients. As a business, we're here to serve people, which is why we'll always put them first.



listen. really listen

We pride ourselves on great communication. And that starts with listening. Listening to the needs of our clients, listening to the dreams of our candidate, listening to the goals of our people.



own it

We give every member of our team full ownership and accountability of their area, so they get things done. We all know that in order to deliver, every single one of us has to act, and that means owning our actions and our outcomes.



winning together

We're a team. When one of us succeeds, we all succeed. And we do a better job of that when we're helping each other. Which is why we work together, and we work in partnership with our clients, so together, we can win big.

the boden way

At Boden, we have a different approach to recruitment. When we say we're specialist recruitment partners, we mean that every single one of our recruiters has an extensive knowledge of the sectors in which they work and the roles they recruit. It's this expertise that makes sure that we find the best candidates for your vacancies, every time.

When you choose Boden Group you know:

- You'll get a bespoke service from recruiters who know your industry inside out, and understand the roles you need to fill.
- Your dedicated recruitment team will get to know you, your business culture and values, and your recruitment needs.
- We'll only ever send you candidates that we believe will add value to your team and be an asset to your business.
- You won't just be getting a recruiter, you'll be getting a partner.

“Boden have taken the time to understand our business and culture which results in them introducing us to senior candidates who are “the right fit” and add great value to our team.

COO - Global FM Provider



why choose **boden**?





bodenfm

fm management

Our FM Management division understands the needs of Facilities organizations, and have expert knowledge of the training, experience and accreditations required to be successful in an Operational Management role.

We specialize in placing quality, highly experienced candidates into FM service providers, Client-Side organizations, and specialist contractors.

Typical job groups our FM Management team recruit for include:

- Account Managers
- Business Improvement Managers
- Contract Managers
- Facilities Managers
- Health & Safety Managers
- Mobilisation Managers
- Project Managers

contract support

Underpinning every successful FM company is a robust network of support services. These roles are crucial to the smooth running of operations, successful contract management and accurate and timely administration.

We have quality candidates to fill roles including:

- Contract Support
- Helpdesk
- Business Support
- Administration

engineering & technical

Our Engineering and Technical team specialize in placing Engineers and Technical Supervisors into FM providers, maintenance contractors, and specialist technical clients operating in the FM sector.

Our database holds in excess of 10,000 Engineers and Supervisors which gives us the ability to quickly provide you with relevant, quality candidates.

“

I have recently hired a Technical Supervisor from Elisha and she was great throughout the whole process. Very informative and ensured we got the candidate we wanted from the start. I would definitely recommend working with Elisha and I would work with her again.

Operations Manager, VINCI

data centres

Data centres are a huge part of the infrastructure holding up the digital world. Data centre engineers play a crucial role in keeping the world connected and keeping businesses functioning.

These highly skilled, specialist engineers have a technical skill set that requires specialist recruitment knowledge, which is why we offer dedicated Data Centre expertise within our recruitment team.



contract & interim

We specialize across all FM job titles including:

- Bids, Sales & BD
- Quantity Surveying
- Business Support
- CAFM & IT
- Commercial
- Engineering
- Finance
- Management
- Mobilisation
- Projects

In the fast paced, ever changing world of Facilities Management, it's vital for any FM organization to have access to a flexible talent pool which gives them the competitive edge.

Our Contract and Interim team are dedicated to providing our clients with skilled resource at all levels within the FM space.

We invest time and resource into maintaining and growing our contract and interim candidate base, always ensuring we can react to your requirements accurately and quickly. This includes background and reference checking all candidates we place. We can also provide additional security and background checks when necessary.

bids & business development

Our Bids and Business Development division are the most highly networked recruiters in the FM industry.

We understand that Business Development in FM is about more than just technical skills, or career background.

It's about passion, drive, expertise and focus.

We speak to active and passive candidates in this space every day, which gives us access to talent that isn't "on the market". We know the candidates that will help you win work and grow your business.

Our team specialize at all levels across Bids, Sales, Business Development, and Proposals:

- BDDs & BDMs
- Solutions Directors
- Bid Directors and Managers
- Proposals Managers
- Bid Writers
- Pricing Analysts

“

Boden Group have worked with me and my team for over 4 years to successfully recruit FM Bid and BD professionals.

Because they are specialists, they really do have their finger on the pulse of the market. It's fair to say that Boden have played a part in our tremendous growth through the candidates they have placed with us.

Development Director - Private Sector FM provider

commercial, finance & procurement

Our Commercial, Finance and Procurement team specialize in placing qualified and skilled candidates into FM service providers and end-user clients.

In a candidate short market, our highly networked specialist recruiters ensure our clients gain their competitive edge through our candidates across all levels:

- Commercial Directors, Managers & Assistants
- Finance Directors, Managers & Assistants
- Procurement Directors, Managers & Assistants

“

James and his team at Boden Group have worked with CBRE GWS for a number of years and built a deep and long lasting relationship with us, based upon trust and shared values. They thoroughly understand our business, and their FM recruitment expertise makes them a key recruitment partner to CBRE GWS.

**Talent Resourcing
Manager - CBRE GWS**

Our Executive Appointments division specializes in placing senior level candidates from Executive Management through to Director and C-suite level professionals.

Through our highly networked team, we target the talent that will enable your business to develop and grow. We do this in a discreet and professional way, always ensuring your business is represented in the manner you would wish.

executive appointments

Our Executive Appointments team specialize in placing senior candidates into director, executive and leadership roles across our client portfolio, including:

- Executive Management
- Account Directors
- Board Directors
- C-Suite Level Appointments

“

I have worked with the Boden Executive Appointments team on many occasions over the past 5 years to recruit my team of Directors and Account Leads. Mark has a detailed knowledge of Talent in the FM sector and is highly networked.

COO - Global FM solution provider

bodenconsultancy

Boden Consultancy provides Facilities Management organizations and end users with strategic and operational FM and Technical advisory experts. Our talented consultants are leading industry practitioners. no matter what your requirement, they work with you to deliver the best FM solutions.

Our consultants span:

- Business Improvement
- Mobilisation
- Specialist Projects
- Change Process

When you choose Boden Group you know:

- Access to a pool of specialist SME Consultants
- Your dedicated team will get to know you, your business culture and values, and your consultancy needs.
- We'll only ever send you consultants that we believe will add value to your team and be an asset to your business.
- You won't have to do a thing, we'll find you a consultant that aligns with your needs.

Our specialist FM Consultants are able to deliver complex multi-site contract mobilisation or business improvement projects. They have considerable SME experience and knowledge, and understand the needs of Facilities organizations.

They partner with you to understand your needs and goals, align with business strategy, and ensure time-scales, budget and compliance are adhered to.





bodenproperty

Typical job groups our Property team recruit for include:

- Architects
- Business Development Managers
- Commercial Developers
- Development Managers
- Land Managers
- Project Managers and Directors
- Quantity Surveyors
- Sales Directors
- Site Managers
- Technical Managers

Boden Property delivers world class support and recruitment services to the built environment.

Our property division offers specialist expertise to add value with over 15 years industry experience.

From Director Level appointments to Quantity Surveyors, Boden Property can make sure that will help you build a strong team who can deliver on your goals.

“

Aaron is a great person to work with. Professional, hard working, and has a wide knowledge of recruitment in property. As one of his international clients, we are very happy with the results he delivered. He is talented, focused and sensitive to the market, and he always finds the best solution. We are looking forward to working with him again.

Senior Manager - Greenland Investment Limited



bodenclientside

If you're not a facilities management company, but you're looking to hire an FM professional, our client side service can help you find exactly what you need.

We offer our facilities management market knowledge and fm recruitment services direct to end-user clients. We can use our considerable knowledge of the fm sector to help brands and clients to build their perfect internal facilities team.

Whether you're looking for a singular experienced facilities manager, or a team to span your hard and soft fm needs, we've got the network to find the right people for you.

Our extensive knowledge of the fm sector means we have insight into the market and salary benchmarking, as well as a network of talented professionals.

why choose **retained**?

The Boden Retained Partnership is clear defined process of how we can support you with your on going recruitment growth project by delivering a best in class service. We work with you to create a package that fits your needs, and helps you reach your business goals.

before

- Market knowledge and benchmarking.
- Use of our database for resourcing.
- Branded marketing collateral showcasing culture.
- Company content shared by Boden & consultants.
- Dedicated team resourcing on your behalf.
- Advertisement on job boards & social media.
- Gender bias decoded job descriptions and ads.

during

- Anonymised CVs for equality and inclusion.
- Vetted and referenced short-list.
- Candidates interviewed with your questions
- In depth candidate review meetings.
- Live data review of candidates.
- Candidate short-list via traffic light system.
- Dedicated webpage built to showcase Vivo.

after

- Diversity & inclusion monitoring.
- Full after-care service.
- Regular touch-point calls.
- Feedback surveys.
- Boden Bulletin – regular market knowledge and trends.

TOP PRIORITY

A retained partnership puts you at the top of our priority list. No matter what else comes in, you know we'll put our time and energy into you first.

ATTENTION TO DETAIL

They key benefit to a retainer is time. We'll get to know you and your culture, helping you craft the most attractive offer, and finding the best candidate fit.

HEAD HUNTING

Working on a retained basis means we can dedicate more time to the search, tapping into the passive market to find the perfect candidate.

FULL PROCESS SUPPORT

As well as the search, we can help with shortlisting and screening. We can send you recorded pre-interviews, assess skills, set up aptitude tests and check references.

TIME SAVING

Rather than briefing and receiving updates from several recruiters, then shortlisting, you can have one, meaningful conversation and leave the rest to us!

investment

For all positions above \$200,000, we work on an exclusive retainer package.

Fees are agreed on a case by case basis for executive search, but commercially split into 3 payments.

This means we can concentrate our efforts on finding you the best possible candidate for your company and your culture.



schedule

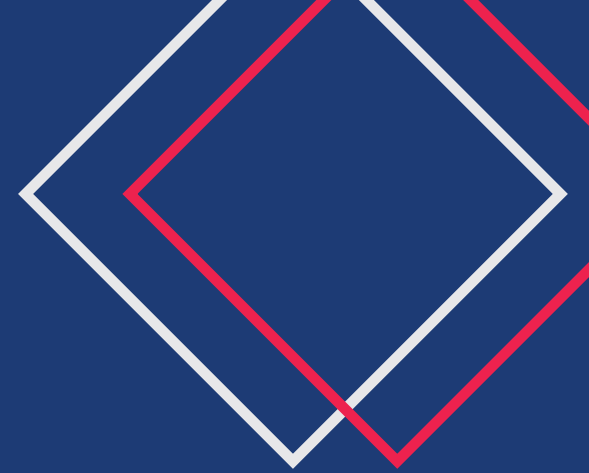
The fee is calculated using an agreed target salary and then split into 3 part payments.

The initial payment allows us to go to market and build the best possible short-list.

Payment 1: 1/3 of the proposed fee, invoiced on first day of search.

Payment 2: Half the remaining balance. Invoiced upon candidate acceptance.

Payment 3: Remaining balance. Invoiced on the day the candidate starts working for you. Any fee reductions due to salary levels will be reflected in a reduced final payment.



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