

# PROPOSAL FOR RECRUITMENT PROCESS OUTSOURCING



SUBMITTED BY:  
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# R P O

## Why companies need RPO services

RPO is a beneficial service in many ways. It decentralizes the work and task to be distributed further among different expertise helping the main company to retain its productivity and viability. RPO thus offers an expertise service of choosing the right personnel at the right place. RPO professionals not only find the people but interview, train and put them into the right places. In a way, RPO is a crucial task of finding the right talent for the right job.

## Introduction

Tyro Human Resource Pvt. Ltd ([www.tyrohr.com](http://www.tyrohr.com)) is a consummate company in the contemporary human capital and staffing arena with an aim to lead the way endowing with the comprehensive solutions in the HR domain for growing organizations.

We, at Tyro Human Resource seek to venture a trust worthy drive providing the most reliable professional custom key in the hr mainstay such as recruitment, staffing, back ground check, payroll administration and other HRO solutions.

Tyro Human Resource solely focuses on the enhancement of client organizations by providing quality services on various aspects of their human resources and by letting the organization focus on its core issues.

### Our Mission

**“To gratify our clients, providing a proficient and certainly a reliable solution in the human resource domain within the least time rota empowering the present and impending work force”**

### Our Vision

**“With a close-knit organized team that consists of drive, dynamic and talented professional, our vision is to be one of the premier HR service provider”**

## Our Belief

We believe, “Excellence is not a skill rather it is an attitude”

We crave to be known for our attitude of not merely meeting deadline, but beating deadline while providing services to our esteemed client organizations. Our employees are our biggest strength who has built good relationship with our clients and have come up to their expectations.

Team effort is our key to deliver quality in services.

## Our Approach

Tyro Human Resource Pvt. Ltd offers the employers a potential competitive advantage in the market place as it provides organizations with the ability to rapidly acquire the best people, reduce operational costs and risks and gain access to our expertise to develop the HR strategies.

**“Our RPO service provides our clients with the power to rapidly acquire high performing staff, optimize their workforce, and reduce operational costs and risks, whilst accessing excellent technology and recruitment expertise. With global competition increasing, it is essential for high performing businesses to build a competitive organizational capability. Competition for the best talent and knowledge is increasing, not declining. For that reason, RPO is a vital component within the HR strategies of today’s leading companies.”**

Our approach to RPO combines a comprehensive transformation of the recruitment function of an organization with a collaborative approach for delivering the service in order to ensure our clients to get the hassle free recruitment. We evaluate and modify the recruitment process to deliver quality outcome based on industry type and not just follow the traditional superannuated recruitment method.

We are committed to transfer skills and share best practices with our client organizations. Through a blend of customer tailored service offerings and a market leading staff, we bring value to our clients by improving corporate performance, increasing flexibility and achieving significant cost savings.

## Benefits of Outsourcing recruitment process to Tyro Human Resource

Human resource is a vital component of any businesses success. Unfortunately, too many businesses get caught up in the processes. Searching for suitable talent, sifting through CVs, responding to candidates, arranging interviews and checking references are all very necessary but time-consuming and costly exercises. Our RPO solutions reduce employers' recruitment costs with a flexible-pay-for-performance model that deploys recruitment Euros more efficiently when undertaking volume recruitment projects. We provide customers with a dedicated on-site or off-site professional.

### The benefits of using our RPO service:

- Quick access to most qualified and skilled man power
- Reduced time to recruit staff
- Reduced recruitment costs
- Removal of administrative burdens of recruitment
- Improved retention of staffs
- Mitigation of operational risks
- Accessing the best available technology
- Greater management buy-in to the recruitment process

In delivering a RPO service, Tyro Human Resource Pvt. Ltd takes ownership for all or a discrete part of your recruitment process.

We take full responsibility for enhancing the output. RPO is however more than simply changing who is operating the recruitment function and it delivers significant benefit when compared to a traditional managed service, master vendor, or preferred or sole supplier relationships offered by many recruitment companies. Tyro Human Resource's RPO service involves a comprehensive re-engineering of recruitment and resourcing within an organization.

## Recruitment Outsourcing is not required

### For your Organization

#### Think again...

Recruitment is the main HR function that almost all companies are outsourcing to agencies. Though human resource is considered as an important aspect of an organization and said to be the greatest asset but

**“Greatest asset is the greatest expense”**

On the one hand it involves a great number of low value administrative activities. On the other, it is an increasingly complex function that requires specialist knowledge and expertise to capitalize on the vastly expanded sources of candidates. In order to cope with the current scenario most of the companies prefer to outsource their recruitment process to access their expertise and network and to get best talent without any hassle.

#### **You may consider**

- With an RPO agency, Companies need not have to plan their future man power requirements much in advance.
- Companies will be free from salary negotiations, weeding the unsuitable resumes/candidates.
- Companies can save lot of their resources and time.

## We reduce your stress

We reduce,

- Cold calls by up to 70%
- Time spent on CV vetting by upto 40%
- Time spent on interviews by up to 30%
- Reduce administration by up to 90%

## Interesting Fact-

*The stroke association charity surveyed 1000 workers in a variety of professions. It identified the recruitment sector as the most stressful working environment in the UK, with 82% of recruitment consultants regularly feeling stressed at work.*

## Our Methodology

When any organization needs recruitment support, may it be for a selected element of recruitment function or requires a complete enterprise RPO solution, a strategic recruitment capabilities is what we offer to our clients which is needed to achieve business impact, applying a best practice engagement methodology that spans key areas of activity.

We adopt recruitment methodology to suit the need of our clients.

Our candidates are presented on the basis of a match against Pre-determined competencies. We do not believe in a perfect candidate.

As such, our candidates are presented realistically and truthfully against the competency model. The decision to hire or not by our client, is ultimately based on whether any deficiencies against The required competencies represents an “area for development” or a “deal breaker”.



Our recruitment process has been depicted below-

## Our recruitment phases

<p>PHASE-1: (Briefing)</p>	<p><u>Context &amp; role detail</u></p> <ul style="list-style-type: none"> <li>▪ Client profile and value proposition</li> <li>▪ Cultural fit</li> <li>▪ Team Structure</li> <li>▪ Skills, Experience and qualifications</li> <li>▪ Responsibilities, objectives and KPIs</li> </ul>	<p><u>Benefits-</u></p> <ul style="list-style-type: none"> <li>▪ Minimize interviewing time</li> <li>▪ Maximize attraction and retention of quality people</li> </ul>
<p>PHASE-2: (Producing the short list)</p>	<p><u>Sourcing</u></p> <ul style="list-style-type: none"> <li>▪ Targeted research</li> <li>▪ Candidate referrals</li> <li>▪ On-line &amp; print advertising campaigns</li> <li>▪ Extensive candidate network</li> </ul>	<p><u>Benefits-</u></p> <ul style="list-style-type: none"> <li>▪ Engage both active and passive candidates</li> <li>▪ Generate a short list of quality people</li> </ul>
<p>PHASE-3: (Interviewing)</p>	<p><u>Methodology</u></p> <ul style="list-style-type: none"> <li>▪ Preparation &amp; planning</li> <li>▪ Ongoing communication &amp; feed back</li> <li>▪ Candidate &amp; client briefing</li> <li>▪ First round interviewing</li> <li>▪ Candidate &amp; client re-briefing</li> </ul>	<p><u>Benefits-</u></p> <ul style="list-style-type: none"> <li>▪ Effective candidate assessment</li> <li>▪ Bench marking against role criteria</li> <li>▪ Clarity in decision making</li> </ul>
<p>PHASE-4: (Quality checking)</p>	<p><u>Checks</u></p> <ul style="list-style-type: none"> <li>▪ Educational &amp; professional qualifications</li> <li>▪ Verbal references</li> <li>▪ Back ground checks</li> <li>▪ Psychometric &amp; aptitude testing</li> </ul>	<p><u>Benefits-</u></p> <ul style="list-style-type: none"> <li>▪ Confidence in hiring decision</li> <li>▪ Providing useful information for management of candidates</li> </ul>

And finally we follow...



**PHASE-5:**  
(Managing the offer)

The Offer

- Open communication with the candidate
- Open submission of the remuneration & requirements

Benefits-

- Removes emotions from negotiations
- Ensure mutually beneficial outcomes

Different industries need different approaches for recruitment and successful hiring of suitable candidates. Bearing this in mind, our industry specific consultants work with close co ordination with the clients in order to understand their specific requirements and to adopt individual strategies for individual industries. We cater our RPO services to all most all industries hence having a reputation of providing a flexible recruitment solution to our client organizations.

## Our expertise field

- Automobile & auto components
- Banking & Finance
- Construction
- Sales & Marketing
- Operation & Admin
- Information Technology
- Insurance
- Telecom
- FMCG
- Pharmaceutical & Healthcare
- Power & Energy
- Retailing & Hospitality
- Security services

We add value to the recruitment function of our clients through our work process. In the event that either the prospective client or we believe that outsourcing all or an element of the recruitment function will not add value, **there is no cost implication** to the client. Further, we sign a confidentiality clause in which we undertake not to utilize any information to our client's detriment.

## Our add-on services

In addition, we are able to recommend psychometric profiling tools that measure the specific competencies or behaviors being sought. Where necessary, we will also undertake qualification checks with tertiary institutions, credit and criminal record checks. The entire process is relevant Labour Legislation compliant. The production of a short-list is only part of the process for our team. They will facilitate the interview process to its conclusion. To this end they provide guidance and support to your line managers during the hiring process. Reference checking is an integral part of our process. Our belief is that a candidate's historic behavior patterns are likely to be repeated. To this end we undertake comprehensive reference checks to validate our interview findings. The thoroughness of the process reduces, significantly, the likelihood of any surprises once a candidate commences duties and therefore reduces the risk inherent in every new hire.

## Our long term relationship approach

Each and every client is special to us. And we seek a long term relationship with our valued clients instead of considering them just another client. A Recruitment Process Outsourcing Agreement governs the entire arrangement between our clients and Tyro Human Resource Pvt. Ltd. This contract would detail the responsibilities of both parties, the processes and procedures to be implemented, define the benchmarks against which the service will be measured, quality standards that will be achieved, reporting standards and timing, the fee structures and payment terms, remedies in the event of non-performance and any other issues that are relevant to the agreement. Whilst our objective will always be to exceed our client's expectations, it is critical to the long-term success of the arrangement that a joint culture is created and the parties behave in a manner that ensures the spirit of partnership is maintained.

**We conduct quality reviews and take clients' feedback  
For continuous improvement in our services**

For our RPO and other HRO services

**Contact us**

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