

Job Requisition & Description

Intake

- Hiring Manager to send Job Requisition (JR) & Job Description (JD) to PE.
- PE to provide input on JR & JD to Hiring Manager.
- PE to send to Hiring Manager and specific division head for approval
- Once approved PE will post the job opening internally, as well as add to the Approved Jobs/ Reqs
- PE will schedule intake call with Hiring Manager.

Job Assessment:

- Identify strategic search goals & parameters
- Identify client specific questions (hard/soft skills assessment)

Finalize Search Plan:

- Profile creation for outbound marketing campaign
- Establish compensation package, base, bonus, & equity
- Confirm search timelines, benchmarks & communication plans
- Finalize Outreach Messaging

Identification & Outbound Strategy

Advisors / Relationships:

Leverage our deep network of individuals in the Life Science Community including, Private Equity / Venture Capital, Industry Veterans and Previous Placements & their networks

Database:

Leverage our internal database of over 110,000 Life Sciences professionals to identify and target top talent.

Market Intelligence:

Extensive proprietary market insight into competition, industry and like minded sectors. Insight includes but not limited to, M&A, appointments, & capitalization.

Research Team + AI:

Utilize Research Team and AI driven platform to identify additional candidates. In addition, we leverage mutual connections to generate the highest possible response.

Screening & Selection

Profile Review:

- In depth analysis of qualified profiles.

Discovery Call:

- Determines if candidates ambitions/ technical skills are in alignment with search parameters.
- Identify strategic fit including addressing client specific questions

QC Check:

- After candidate has researched operating company, board and leadership the proprietary QC Check is performed
- QC Check validates the candidates interest/ understanding and fit

Presentation & Client Interview

Presentation:

- Presentation of profile & CV
- Highlights of why the candidate stands out as the correct fit.
- Candidate write up including technical skills & personal information (timeline to make a move, reason they are looking for another opportunity)
- Candidate interview availability

Planning, Logistics & Offer

Presentation:

- PE will Coordinate interviews with leadership team according to the search communication Plan.
- PE will Ensure that the client and candidate have all pertinent information for interview.
- PE will Schedule feedback call with all parties
- PE will Present & Negotiate offer

