

Phase One:

- Review existing job scope, competencies, description
- Profile candidates
- Meet team members
- Agree on search strategy

Phase Two:

- Execute candidate development
- Receive and review candidate credentials
- Spano Pratt initial interviews

Phase Three:

- Begin to identify top three to five candidates
- Background checks on top candidates

Phase Four:

- Candidate presentations to client
- Formal interviews with client
- Collect candidate rating feedback
- Determine top two candidates
- Second round of interviews

Phase Five:

- Offer/acceptance
- Final pre-employment process
- Announcement
- Transition