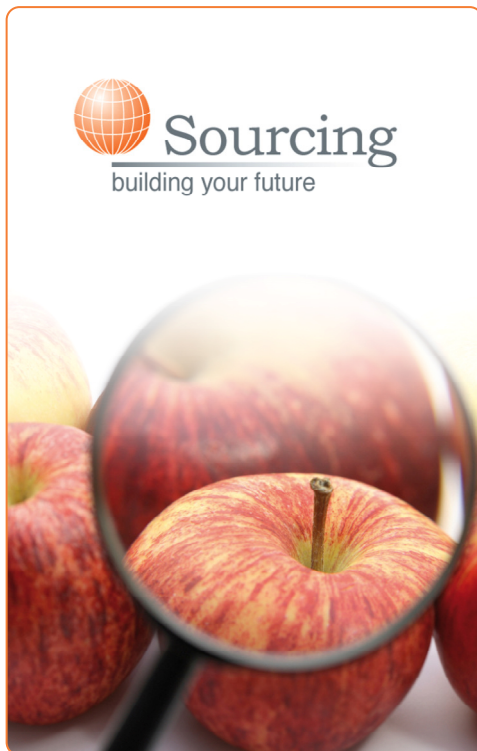


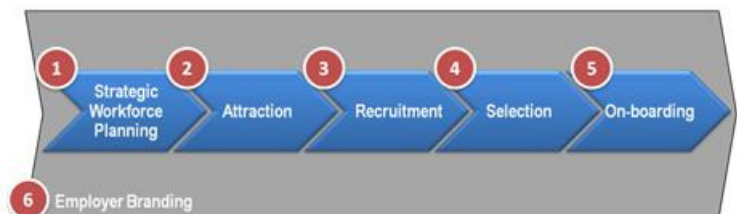


A sourcing solution to get the right talent !

Optimis proposes a host of solutions to optimise your organisation's sourcing process. From Strategic Workforce Planning and Employer Branding to the full spectrum of sourcing activities Optimis, proposes processes, tools and appropriate training support adapted to your organisation's needs. We will help you bring your sourcing process to the next level using social media and the latest research proven techniques to enhance every aspect of your sourcing process.



- Effective recruiting**
- Supported selection for managers**
- Modern and simple tools**
- Training for managers**
- Clear & full process**
- Less recruiting mistakes**



Do not hesitate to contact us for more information, or to get a demonstration of our services and an evaluation of your needs with no obligation.



Optimis HCM Sàrl

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A modern approach of recruitment & selection

Our tools

We offer an online platform with various tools in partnership with CentralTest¹ and other leading psychometric test providers to optimize your recruitment, selection and talent assessment processes. These tests are used for recruiting, for assessment centers, for internal mobility discussions, training and personal development.

¹ CentralTest is a leader in Europe for online tests. The tests, available in 7 languages, respond to the psychometric validation international criteria, established by the American Psychology Association (APA) and the International Tests Commission (ITC), of which CentralTest is a member.

Online tests portfolio

Personality at work

Profile Pro-R, CTPI Pro, BF 5, Profile Competencies – II, Profile Manager

Career Management and orientation

Professionnal interests-R, Test Entrepreneur, Motivation test PRISM, Profile e-Stress

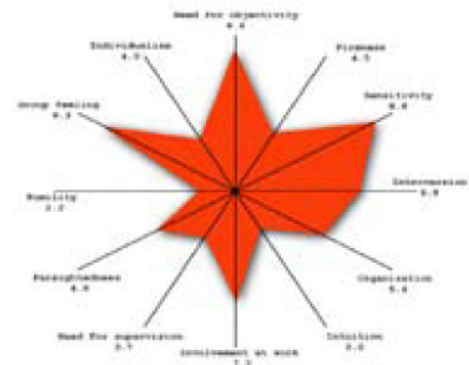
Behaviours and skills

Reasoning Test-R, Profile Sales, Emotional Intelligence, GAAT – Critical thinking, CommunicationTest-R, French Test, Business English Test, General interest Test

Other tests available

We provide and design additional tests for use in simulations. These are customised to your needs and are highly effective to avoid mistakes in making selection decisions and to complement interviews.

Graph



The comments

Behavior	MIN	Adequacy	MAX	details
1 Dedicated		82%		details
2 Conscientious		74%		details
3 Judicious		58%		details
4 Combative		58%		details
5 Cooperative		47%		details
6 Dynamic		38%		details
7 Intuitive		26%		details
8 Independent		18%		details
9 Emotionally engaged		1%		details

The detailed table

COMPETENCY FACTOR	A	B	C	D	E	F	G	H	I	J	K	MAIN FACTOR
Need for organization												Personnel process
Level, responsibility, autonomy, social skills												Personnel Experience, Social, Learning
Planned												Flexibility/Adaptability
Determined, Firm, Decision, Results, Rigor												Adaptive, Open minded, Considerate, Learn to others' needs
Social skills												Resilience to stress
Sensitive, Sympathetic, Sociable, The person to deal for external projects												Emotionally stable, Flexible, Flexible, Resilient, Used for external pressure
Interpersonal												Communication
Try, solve, involved, Interpersonal, Discreet, Approaches a open environment												Client's Success, Engaging, Interactive, Participative in a busy working environment
Methodical / Organization												Adaptation / Innovation
Methodical, Structured, Systematic, patient, Comprehensive, Likes to structure details needs												Software, Detailed, continuous, End-user



Custom consulting and training for managers

Sourcing process

We offer a custom advisory service to optimise all the phases of your sourcing process, such as:

➔ Strategic Workforce Planning

How to develop and implement your strategic workforce plan to ensure that you have the right talent at the right place and at the right time.

➔ Attracting talents

How to ensure you attract the talent you require to build your future. How to use modern channels such as social media to complement your other activities in this area.

➔ Recruitment

How to develop and implement a robust recruitment process: profiling jobs, selecting recruitment channels and formulating your promotional materials for recruitment.

➔ Selection

How to define selection criteria, choose and use the right tools and finally to take the right decision...

➔ On-boarding

How to integrate new staff. On-boarding is one of the key success factors for future engagement of staff.

➔ « Employer branding »

How to secure on-going employer branding on the market and how to boost the image perception of your organisation.

Training for managers

We are specialised in training managers and HR professionals. In particular, we provide specific programmes to ensure effective implementation and use of sourcing techniques such as:

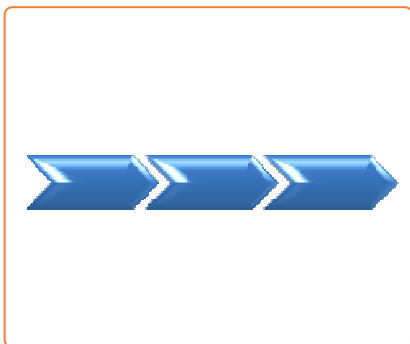
➔ Basic selection techniques

- Read and filter CVs
- Interview management
 - Prepare for the interview
 - Conduct a behavioral based interview
 - Assess candidates
 - Make a hiring recommendation

➔ Advanced selection techniques

- Competency Based Interviewing (CBI)
- Use of psychometric tests, interpreting results
- Use of simulation tests during the selection process (Assessment Center test applied for normal selection)

Our training programmes are customised to your specific needs and can include other elements of your sourcing process as required.



Consulting

Strategies, processes, techniques and guidelines to optimise your sourcing activities.



Tools

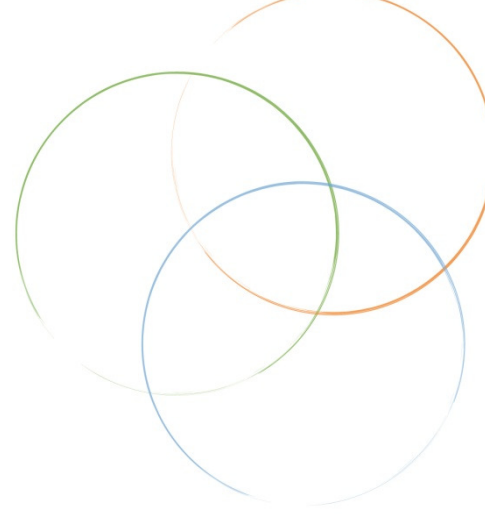
Tools adapted to your needs to support your sourcing process.



Training

A specific custom learning programme for your managers on how to be an effective recruiter.





How will you take it to the next level?



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