



azaya

recruitment

## **Company profile**

*Mazaya is a well-established recruitment consultancy based in Amman – Jordan since 2007.*

*The first destination of our expansion was Dubai – UAE , the second expansion was in Canada in which we have started our activities there on May 2014.*

## **About us**

*We provide end-to-end hiring solutions and services for our clients. We have gained an enviable record of successfully completing projects for many organizations with on-time and within-budget delivery.*



recruitment

# *Our Services*

- - *Cost effective recruitment.*
- - *Greater online & offline reach of resources.*
- - *Professional source pool.*
- - *Increased hiring speed process.*
- - *High flexibility for both clients & candidates.*
- - *Drafting job description when needed.*
- - *Targeting niche market.*
- - *Tasks customization.*
- - *On-job analysis.*



recruitment





*What we want from employee !*

- Computer skills
- Educational background
- Soft skill knowledge
- Experience

*What we want from employer !*

- Job Description
- Company Profile
- Salary Range
- Website



recruitment

## **Recent Trends in Recruitment Process**

- Outsourcing Firms
- Poaching/Raiding
- Head Hunting

## **Role of Recruitment**

- *Identifying & evaluating employer's recruitment needs.*
- *Negotiating terms of employment.*
- *Interviewing potential candidates.*
- *Documenting clients details & vacancies requirements in brief.*
- *Advertising, head hunting, reviewing applications, interviewing and short-listing of candidates.*
- *Acting as a mentor and advisor for junior trainees.*



recruitment

## **Entry and Personal Requirements**

- **Good intuition & understanding of people qualities.**
- **Good analytical & decision making skills.**
- **Good oral & written communication skills.**
- **Confidentiality and to be tactful.**
- **Experience.**
- **Self-responsibility and confidence.**
- **Able to work within the time frame.**
- **Eagerness to learn, ambition & drive.**

## **Resource-optimization**

- Helping the client in recruitment process.
- It helps for the initial screening process.
- It helps in the final selection by the organization.
- Relieving the company from salary negotiations.
- It helps to save time & resources.



recruitment



# Recruitment Process Outsourcing (RPO)



***RPO is a form of business outsourcing process where an employer outsources or transfer all the parts of its recruitment activities to an external service provider.***

***RPO may involve the outsourcing of all or just part of recruitment functions & process.***

***The external service provider may serve as a virtual recruiting department by providing a complete package of skills, tools, technologies & activities.***



## Executive recruiting

- ✓ ***using a personnel firm to locate potential candidates to fill open senior-level management or other critical positions in your company.***



## ***Which countries we serve?***

***We have customers globally and we are always looking to expand our business with keeping professional high standards level of recruiting, screening & shortlisting potential candidates .***

## ***Which sectors we serve?***

- Engineering***
- Finance***
- medical***
- Management & Administration***
- Service***



recruitment



# ***What makes us unique !!***

***Mazaya's policy is to apply the international standards in the recruitment process.***

***We attract the best talents and help raising up productivity and quality of performance at any organization.***

***We understand multi-cultural working environment.***

***Our staff holds professional degrees and have years of experience in recruitment, training & development.***

Thank You



recruitment

# Contact us

Email us at: [info@mazayarec.com](mailto:info@mazayarec.com)

Call our offices at :

+962796158888

+962 788180878

+962 775554476

Fax number: +962 6 56 27

<http://www.mazayarec.com/>

<https://www.facebook.com/Mazaya.Recruitment/>



# azaya



recruitment