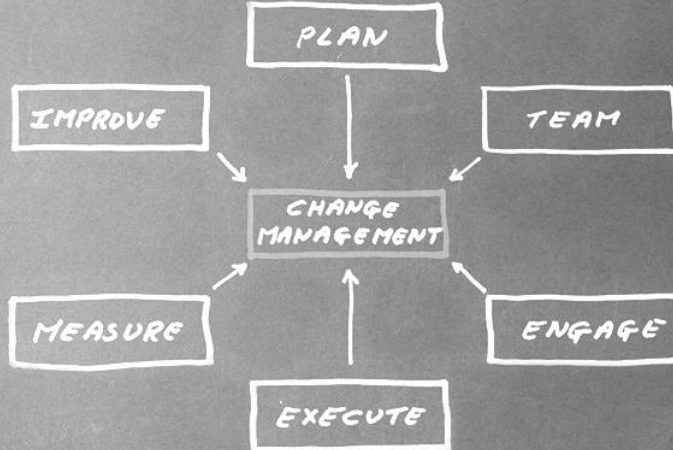




outsourcing

COMPANY PRESENTATION





About us

Since 2003 we have been providing services in **outsourcing complex business processes**.

Our mission is to **achieve the goals of lowering the costs** by providing flexible hiring service. We also support processes in non-strategic areas allowing our customers to focus on their core activities.

We are specialized in **outsourcing human resources** and search&selection type recruitment. We conduct projects in **outsourcing and enrollment of employees** throughout the whole country. Currently there are three offices in Poland located in Warsaw, Gdańsk and Łębork.

Our offices



GDAŃSK OFFICE

Gdański Inkubator Przedsiębiorczości

Lęborska 3B Street, 80-386, Gdańsk



WARSAW OFFICE

Budynek Crown Point

Prosta 70 Street , 00-838, Warszawa



LĘBORK OFFICE

Pionierów 13 Street , 84-300 Lębork

Pionierów 15 Street , 84-300 Lębork

Our offer



PERSONNEL OUTSOURCING



PERMANENT PLACEMENT



**OUTSOURCING
AND OFFSHORING OF
PROCESSES**

Personnel outsourcing



Personnel outsourcing is the modern form of running a company. It allows flexible hiring depending on your needs.

This service includes:

- ✓ Selection and enrollment of employees
- ✓ Full administrative support
- ✓ Work tools
- ✓ Professional personnel management

Personnel outsourcing

Benefits

- ✓ Change in company expenditure model
- ✓ Employment costs optimization
- ✓ Flexible employment
- ✓ Mobility, hard-work and dedication of employees gathered by their personalities that come together in a company
- ✓ Own resources can be put to core assignments
- ✓ No administration costs
- ✓ Focus in the clients and their needs
- ✓ No obligations to the employee as well as any external institutions

Permanent placement



We specialize in both short and long term enrollment projects. Most of our clients are companies active in the developing markets with high rate of highly qualified staff rotation.

Enrollment processes are conducted depending on their complexity with use of the following methods:

- ✓ Search & Selection
- ✓ Direct Search / Executive Search

Permanent placement

Benefits:

- ✓ Fast enrollment process
- ✓ Candidate profile preparation
- ✓ Detailed qualifications check
- ✓ Full non-disclosure
- ✓ Guaranteed service quality
- ✓ Open and flexible cooperation on recruitment project
- ✓ High effectiveness and time saving

Personnel outsourcing and permanent placement

Areas of Specialization

IT Jobs:

- ✓ JAVA and C++ developer
- ✓ System analyst
- ✓ Database administrator
- ✓ Windows OS administrator
- ✓ Implementation specialist
- ✓ IT Engineers
- ✓ IT Consultants
- ✓ Help desk specialist
- ✓ Software tester

Administrative positions:

- ✓ Board assistant
- ✓ Secretary
- ✓ Receptionist
- ✓ Back office

Sales positions:

- ✓ New business manager
- ✓ Key account manager
- ✓ Sales specialist
- ✓ Sales representative
- ✓ Customer care representative

Outsourcing and offshoring of processes

We offer a complex range of subcontracting business processes, especially in the areas that are not within the client's expertise.

Over the length of ten years we have specialized ourselves in outsourcing of processes for IT, new technologies and electronics.

Examples of the outsourcing and offshoring projects:

- ✓ Electronics industry client (France): Offshoring electronic components manufacturing process, since 2003.
- ✓ New Technologies client: (global corporation): Outsourcing of over-the-phone customer care for Central and Eastern Europe. Project conducted by a spin-off company TIM Call Center, since 2003.

Kontakt



Contact details:

Hanna Osetek-Pasquet

Tel.: +48 22 203 30 00

Fax: +48 22 203 30 99

E-mail: hanna.osetek@timoutsourcing.com