



Take your hiring process from ordinary to extraordinary.

Choose STM as your strategic partner for recruiting.

✓ Customized Search

We don't just open a file drawer, pull a few résumés and say, "Give these a try." Every search is customized to meet the specific needs of the position, your management style, and the unique culture of your company.

✓ Screening & Assessments

In an Executive Search every leadership candidate we send your way is thoroughly screened via research, interviews, and STM's unique assessments. As a result, we are able to distill the applicant pool and present only the most qualified candidates, saving money by avoiding hiring mistakes and saving time during the selection process. With Candidate Sourcing you also benefit from STM's assessments.

✓ Flat Fee

For the Executive Search option, our fee is based on a percentage of the target base salary, and it remains the same regardless of the final offer. This keeps us a neutral party when negotiating the terms of your hiring agreement with the right candidate. The Candidate Sourcing package is also available for a flat fee. Detailed assessment reports about your finalists are available for an additional fee.

✓ Post-Hire Follow Up *(Executive Search only)*

The first few months with a new hire are critical to ensuring that he or she is adjusting to their position and the relationship is meeting your expectations. Therefore, we maintain regular contact with you and your new hire to find out how things are going and address any concerns that arise from either party. We work with you to find solutions and keep everyone on track for success before concerns become serious problems.

"I am convinced that nothing we do is more important than hiring and developing people. At the end of the day, you bet on people, not on strategies." – Lawrence Bossidy, former CEO of Honeywell International

Call us today to discuss your recruiting needs.



(207) 373-9301
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Recruiting Services

Our objective is always finding the best fit for the position and your culture, not just the best of available applicants. We realize you may need different options so we can discuss adding or dropping specific services listed to below to suit your organization's needs. Please contact us to discuss à la carte options.

Service	Executive Search	Candidate Sourcing	Hiring Assessments
Develop and/or update advertisements for the position	X	X	
Develop selection criteria and screening process	X	X	
Place advertisements in select media	X	X	
Perform direct sourcing of candidates	X	X	
Collect applicant résumés	X	X	
Screen résumés against selection criteria	X	X	
Contact select candidates and conduct initial interviews	X		
Screen applicants using STM assessment technology	X	X	X
Provide written feedback and recommendations	X	X	X
Provide interview coaching	X	X	X
Coordinate client interview schedule with selected candidates	X		
Conduct reference checks on finalist(s)	X		
Assist in the development of specific and measurable performance requirements	X		
Assist in drafting a written job offer to finalist	X		
Present written job offer to finalist	X		
Assist in negotiation of final employment terms	X		
Conduct a full background check on finalist	X		
Facilitate an assessment review with the new employee and their supervisor	X	X	X
Conduct regular post-hire follow-up with you and the new employee	X		
Provide a 4-month guarantee (STM will refill the position if your new hire resigns or is terminated within the first four months of employment at no additional charge—exceptions apply)	X		

*Full assessment reports and detailed analysis for up to two finalists



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