

# Job Search Assistance Deliverables

Action plan timeline  
Base pay target  
Benefits evaluation  
Career objective statements  
Career re-direction  
Career summary statements  
Conversation scripts  
Family support considerations  
Grooming tips  
Interviewing simulation  
Job development database  
Job history development  
Job information resource  
Job positioning, stratifying & targeting  
Job pre-qualification assessment  
Job profiling guidance  
Job search activity plan/summary  
Job transition cash flow  
Managing your network  
Negotiating approaches  
Network updates  
Networking introduction  
Networking plan  
Oral and written communications  
Personal motivation  
Question response development  
Reference building  
Resume development  
Sample correspondence  
Tips on asking for help  
Total compensation target

Additional and expanded  
HR services are tailored  
for specific client needs

**PHRST**  
& Company, Inc.  
1201 N. Oceanshore Blvd  
Flagler Beach, Florida 32136  
www.phrst.com or HR@PHRST.com  
800-285-8380-code-14 or 386-439-6341

## Job Search Assistance



PHRST offers *a la carte* human  
resource management through select  
Professional Human Resource  
Service Teams

# Job Search Assistance

## What Is Needed

Most working people today will have the opportunity to change jobs at their own volition or at the decision of their employer. Job and career transition is commonplace across industries and around the world. Yet most people are unprepared and ill equipped to maximize their job search opportunity. PHRST can guide your way.

## State-of-the-Art

The same considerations which go into marketing products and services can apply to the job seeker. Conducting a self-directed job search is simply marketing one's self. PHRST focuses and enhances the job seeker's search with proven techniques, tools, guidance and interaction. We can assist you from the time of your decision to land a new job through your 90 day evaluation in your new position. We give you guidance on a proven, effective job search approach.



## Knowledge, Skill & Ability

PHRST's job search team is staffed by human resource specialists and led by certified senior professionals in HR management. We combine a thorough understanding of practices, requirements and professional standards with technical expertise to guide you in using proven techniques, tools and tutorials critical to job search.

## When, Where & For How Much

We work with you up to 100 hours for up to 90 days. Depending on client need, our professionals work at client locations, designated sites, or PHRST offices. The basic service fee is \$8,000 per person, comprising a \$4,000 initiation fee and a \$4,000 final charge. Group rates are available. Expenses are documented and billed at-cost to clients. At an additional preferred client fee, guidance and service are available around the clock in person, via phone, by fax and via Internet.

# About PHRST

## Strategic Human Resource Management

**PHRST** stands for **P**rofessional **H**uman **R**esource **S**ervice **T**eams. Our service model enables us to provide you with HR experts in all 7 areas of HR:

- Employment Practices
- Management Practices
- Health, Safety & Security
- Compensation & Benefits
- Employee & Labor Relations
- Human Resource Development
- Staffing/Recruitment Practices

**PHRST** works with clients on an a la carte basis across industries, around the world, for profit or not and regardless of organization size. We service public, private, and government entities, and we are effective at all organization levels. Our approach is client-centered, worksite interaction, where we provide user-friendly, practical approaches intended for prompt and effective implementation. We work 24/7 to meet client needs. Our value and success are built upon best practice insight, sound experience, education and hands-on know-how. Organizations count on **PHRST** for knowledge, skill, ability, ethics and integrity.