

***Handover Consulting***

***Efficiency ... from Hire to Retire***

***handover***

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## Handover Consulting ...

*“Handover Consulting was initiated to partner with companies across the Middle East and provide them with unique and competitive consulting solutions to address their Recruitment and Human Resources challenges. Our team of specialists has been engaged with a number of multinational, regional, and local establishments and accordingly bring along solid operational and consulting capabilities in their areas of expertise.*

*Our vision for Handover Consulting is to become one of the leading and trusted consulting partners in Recruitment and Human Resources serving small, medium, and enterprise firms across the Middle East.*

*We would be honored to have the opportunity to be part of your successful future and for you to be part of our successful stories. We would love to provide you with more details on our services.*

*Please do not hesitate to contact us for further details or enquiries.”*

**Ali S. AlJa'bari**  
**Founder and CEO**



## Service Offerings

Handover Consulting provides a number of service offerings to its clients. These are categorized as per below:

- **Recruitment Consulting Services:** we have extensive experience and capabilities in supporting you with your various on-going Recruitment requirements. Our Recruitment Consulting services include:
  - **Executive Search Services:** as part of these services we support clients in sourcing and headhunting for qualified candidates for senior management and specialist positions. We use unmatched approaches in sourcing for the right candidates through our huge database of applicants, our recruitment partners, social media, as well as headhunting for passive candidates. We ensure throughout the process that you are provided with up to date status reports supported by standardized templates of candidate profiles.
  - **Free Executive Search Services:** a special type of Executive Search services in which we provide the service to the client free of cost under certain terms and conditions.
  - **Job Descriptions Development:** our recruitment specialists have gained unique skills and follow structured approaches for developing tailored Job Descriptions based on their extensive experience in conducting Job Analysis and Benchmarking exercises. We ensure during these exercises to provide our clients with a set of Job Descriptions covering all the positions while ensuring the consistency, alignment, and integration of all these documents.
  - **Psychometric Testing Tools:** we have associated with a number of multinational companies specialized in providing psychometric tools that shall help companies in assessing the skills/personalities of candidates/employees during the recruitment, performance management, promotions, succession planning, career development, etc.
  - **Career Portal Hosting:** we are proud to be the first company to provide the first cloud-based Career Portal hosting solution to employers that has the capability to integrate with their social media pages and much more.



## Service Offerings (continued)

- **HR Consulting Services:** we specialize in a number of HR Consulting services that could be delivered as small exercises or as large-scale projects depending on your requirements and on the complexity of your challenges. These services include:
  - **HR Strategy Planning:** one of the core HR Consulting services that we specialize in and through which we assist our clients to develop an HR strategy that is integrated with their business plan. Our HR Consultants are highly experienced in the development of HR strategies for clients across the Middle East and within various business sectors.
  - **Organization Structure Design:** one of the core HR Consulting services that we specialize in and through which we build for our clients a comprehensive organization structure to formalize the relationship between departments/positions and improve operational efficiencies. Our HR Consultants are highly experienced in the design of organization structures for clients across the Middle East and within various business sectors.
  - **HR Process Framework Development:** one of the core HR Consulting services that we specialize in and through which we build for our clients a comprehensive and integrated framework to manage and control HR operations. Our HR Consultants are highly experienced in the development of HR Process Frameworks for clients across the Middle East and within various business sectors
  - **Other HR Consulting Services:** we provide many other HR Consulting services to our clients. These include but not limited to: HR Department Diagnosis, HR Transformation and Project Management, Performance Management Systems Development, HR Management and Operational Reporting Frameworks, HRMS Requirements Definition, and HR Audit and Compliance exercises. Please do not hesitate to contact us for more details on these services.



## Service Offerings (continued)

- **HR Certification Services:** This is considered to be one of our key HR Consulting services through which we aim at optimizing the competencies of HR professionals across the Middle East in specific HR subjects and provide them with the opportunity to obtain an internationally accredited qualification that would push their career forward.

We have accordingly signed an Association agreement with Middle Earth HR (MEHR), one of the largest specialist training, education and knowledge support companies for HR professionals worldwide and is considered to be the world's 7th largest HR Training firm. Through this association, we facilitate and host MEHR's internationally accredited HR Certification programs in locations across the Middle East. Below is the list of HR Certification programs provided by MEHR. Click on each program to view its details.

- **Certified Compensation and Benefits Program (CCBM)**
- **Certified HR Analytics and Metrics Professional (CHAMP)**
- **Certified HR Business Partner (CHRBP)**
- **Certified Recruitment Analyst (CRA)**
- **Certified Psychometric Testing Professional (CPTP)**
- **Certified Performance and Competency Developer (CPCD)**
- **Certified Organization Development Analyst (CODA)**
- **Certified Organization Development Developer (Codd)**
- **Certified Learning and Development Manager (CLDM)**
- **Master Trainer and Facilitator (MTF)**

Programs are scheduled in coordination with MEHR in different locations in the Middle East and as announced on our website. Additionally, some companies may want to host these programs and deliver them specifically for their employees and in a location of their choice. We can surely coordinate for such an arrangement.



## Our Key Differentiators

- We ensure our understanding of your requirements and provide tailored approaches and solutions that are practical for your specific challenges
- We are supported with strong applicant and knowledge databases that will address your Recruitment and HR challenges
- We deliver to our clients professional level of quality standards and integrity across all aspects
- Our team of Consultants are:
  - certified in specific HR areas from internationally recognized institutions
  - experts in a broad range of industry sectors
  - previous Big-4 consultants bringing along solid professional consulting competencies as well as best practice standards and approaches
  - supported with regional expertise having served clients across the Middle East



## Contact us now

We would love to provide you with more details on our services. Please do not hesitate to contact us for further details or enquiries.

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