

ARCHIPRO STAFF AGENCY INC.



Employers and firms that demand a more hands-on level of service are invited to work directly with our full-service agency, Archipro Staff Agency Inc. an industry leader in defining excellence in a highly specialized professional environment of the Architecture and Design Industry. We provide personalized searches to fulfill specific recruiting needs through Permanent Placement, Contract Placement and Contract-to-Permanent options.

- **Permanent Placement:** Using our extensive database from our web site, advertising in professional journals, and our nationwide referral network we find top candidates for the position you define. Our placement fees are based on a percentage of the candidate's yearly salary.
- **Contract Placement:** To help our clients meet the professional challenges of variable workflow and staffing issues, we provide a limited term Contract Option. After careful evaluation of the companies' requirements, we draw upon our talent file of design professionals and supply our clients' capable candidates with proven abilities most closely matching the requirements. Assignments can range in length from two weeks to several months. Archipro assumes all employer liability including payroll administration; employee benefits; government compliance; municipal, state and federal taxes; and workers' compensation coverage.
- **Contract to Perm:** Since contract staffing is often the first step toward adding permanent staff to your firm, you'll appreciate the advantages of Archipro's Conversion Option. After an Archipro Professional has worked with your firm full time on Archipro's payroll for 12 weeks, you may convert the Archipro Professional from a Contract to a Permanent employee with your firm at no additional placement fee.

Archipro Staff Agency Inc. and Archipro.com have been serving the needs of Architectural and Design firms for over a decade. Successful companies and top talent are attracted to Archipro.com for our comprehensive and incisive selection of design professionals. We invite Architecture, Interior Design Landscape Architecture and other allied design professionals to register online free to be seen by highly rated companies across the continent.

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Toll Free: 1-888-305-7823


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www.archipro.com

Are you looking for great talent? or Are you great talent looking for a challenge?

EMPLOYERS



Think of Archipro.com as your virtual human resource department, where high caliber Architecture and Design talent is located. Archipro maintains a constantly growing national database of professionals, and places our resources at your fingertips. No longer do you have to rely on newspaper ads and wade through stacks of inadequate resumes or other less efficient methods to meet your staffing needs. (If you're firm desires recruitment assistance see our full-scale services under Archipro Staff Agency Inc.)

Archipro.com Employer Services:

- **Powerful Searches & Matches** – With built in search tools that dig deep for the important criteria to make the match between top talent and top rated firms.
- **Post Job Openings** - Your posted job openings are marketed directly to the professionals you seek: driven, dedicated and highly talented. Additionally, your posting will automatically be posted to appropriate job boards to expand your options. Once you have found the professionals you seek, utilize our screening tools.
- **On-line Interviews** - Quickly evaluate candidate's skills, experiences and expectations relative to your needs through our CAD interviews, Project Management interviews, Architect interviews, Interior Design interviews and Landscape Architecture interviews.
- **Corporate Fit Survey & Profile** - Identify your corporate culture and find candidates best suited to your company.
- **Screening Tools** - Upon request Archipro.com will perform job references, license and education verifications, and state and federal legal checks.

CANDIDATES



If you are a registered candidate on Archipro.com, architecture and design firms, and companies with design departments may contact you directly to fill out an on-line interview, to have a phone interview, for a video conference or a face-to-face interview. When you register online you can request your information remain private for Archipro Staff Agency recruiters only. Your privacy will always be protected, you decide who can access your profile.

Archipro.com Candidate Services:

You're On-line Answer to Architectural and Design Career Needs:

- **Career Management Workshops** - we give you free tools to assess your professional strengths and weaknesses, map your career trajectory and set your career goals.
- **Preparation for the interview** - the first essential step toward a successful interview. Find information on how to make a great impression at Archipro.com.
- **Resumé writing tips** - avoid the pitfalls, use the right words and get to the next level.
- **Portfolio presentation tips** - find resources and links to build your portfolio to be seen digitally.
- **CEU** - (continuing education units) - find resources and links offering courses that expand your knowledge and work with your schedule.



- **Corporate Fit Profile** - take a free survey. This tool guides you to the companies best suited to your style and their needs.
- **View Posted Openings** - Archipro candidates enjoy the benefit of viewing posted openings free as they appear on our site. All subscriber companies are pre-screened by Archipro prior to inclusion.