



RMTI RECRUITING

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RMTI Recruiting Process

Listed below is the process we go through at RMTI Recruiting to find you a suitable candidate.

- **Whenever possible, we appreciate the opportunity to meet our client and view the building**
- **Prepare advertising campaign which includes the following**
 - RMTI Job link page (for graduates only)
 - Jobs Available/Employment Opportunities on RMTI website
 - Indeed, Kijiji and Craigslist
 - RMTI social media outlets including LinkedIn, Facebook and Google
- **Review all resumes received as well as those already on file with us**
- **Telephone Interview potential candidates as resumes are received**
- **In-person interviews with suitable candidates**
- **Perform reference checks on suitable candidates**
- **Send resumes and a profile of all suitable candidates, including reference check notes, to the client for consideration**
- **Client to advise who they would like to interview based on the candidates we have presented**
- **Once you have decided on a suitable candidate and a job offer is accepted, we provide you with your final invoice which is payable within 5 business days of the start date of the referred candidate**
- **You receive a 90-day guarantee from the day the candidate commences work for you**