



RECRUITMENT, SIMPLIFIED

**Offshore Excellence:**  
Finding the Right Talent Worldwide

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## Services



Offshore Office-Based /  
Unmanaged Service



Offshore Office-Based /  
Managed Service



# Who We Are & What we Do

"Go Recruit" stands as a pioneering force in the realm of remote offshore staffing, adeptly bridging the gap between discerning companies and the vast expanse of global talent poised for remote and offshore engagements. At its core, "Go Recruit" transcends traditional recruitment paradigms by employing cutting-edge technology and a deep-seated understanding of both market dynamics and the intricacies of various industries. This dual approach not only streamlines the recruitment process but also guarantees a symbiotic match between companies eager to augment their teams and skilled professionals seeking to carve out their niche in the global marketplace.

## ✔ Our Essence

"Go Recruit" embodies the essence of a forward-thinking remote offshore staffing agency that not only connects companies with global talent but also redefines the recruitment landscape. By specializing in tailor-made recruitment solutions, "Go Recruit" ensures that every professional they connect with a company isn't just a fit but it's the right catalyst for growth and innovation.

Our mission is to redefine the boundaries of traditional employment, making global opportunities accessible and ensuring that distance is no barrier to career advancement and organizational development.

## ✔ Our Value Proposition

### For Employers:

"Go Recruit" is more than a recruitment agency; it's a strategic partner enabling companies to navigate the complexities of the global market with ease. By offering access to a diverse talent pool, we empower employers with the operational flexibility and cost efficiencies needed to stay ahead in a rapidly evolving marketplace.

Our expertise ensures that companies can swiftly adapt to market changes and project demands with skilled candidates who are not just ready but eager to thrive in remote work environments.

### **For Candidates:**

We provide a portal to a world of opportunities where boundaries blur, and horizons expand. "Go Recruit" is dedicated to nurturing career growth, offering competitive compensation, and the unmatched freedom that comes with remote work. Our candidates find themselves in roles that challenge, inspire, and contribute to their professional journey, making them part of dynamic, globally minded teams.

### **Distinguishing Features**

#### **Integration & Satisfaction:**

Beyond recruitment, "Go Recruit" focuses on the seamless integration of employees into their new roles. We understand that successful placement is just the beginning; long-term satisfaction for both parties is the true benchmark of success.

#### **Ethical Recruitment & Sustainable Employment:**

Our practices are built on a foundation of ethics and sustainability. "Go Recruit" is committed to fair employment practices, promoting long-term career growth and sustainable business growth.

### **Core Functions & Services**

#### **Recruitment Specialization:**

Our specialization lies in identifying, evaluating, and securing elite talent for positions worldwide, overcoming geographical barriers to match candidates with opportunities, whether they are remote or in different locations from the company's headquarters.

#### **Industry Expertise:**

With a deep understanding of multiple industries, "Go Recruit" adeptly matches candidates with roles that suit their skills and cultural preferences, ensuring a perfect fit.

### **Services Offered**

#### **Talent Sourcing:**

We scout for potential candidates through a myriad of channels, embracing both traditional and innovative platforms to uncover the best talent.

#### **Screening & Evaluation:**

Our rigorous evaluation process assesses candidates on various fronts, ensuring their qualifications and experience align perfectly with the roles at hand.

#### **Interview Facilitation:**

Leveraging digital communication tools, we streamline the interview process, making it convenient and effective for both parties.

#### **Onboarding Support:**

"Go Recruit" stands by its candidates and companies, offering comprehensive support throughout the onboarding process to ensure a smooth transition into new roles and cultures.

### **Advantages for Organization**

#### **Financial Advantages:**

Employing remote or offshore staff presents a more economical alternative, enabling organizations to minimize labour expenses while tapping into an extensive talent pool.

**Operational Agility:**

This model grants businesses the agility to adjust their workforce size according to fluctuating needs, reducing the obligations often associated with conventional employment practices.

**Innovative and Diverse Perspectives:**

Engaging with a globally diverse talent pool introduces fresh insights and creative ideas, enhancing the team's capability to innovate and solve problems more effectively.

**Global Operational Coverage:**

The option of offshore staffing allows organizations to function across various time zones, thus enabling continuous or extended operational hours.

**✔ Advantages for Job Seekers****Flexible Remote Working Conditions:**

The option to work remotely affords individuals a significant improvement in work-life balance, offering the freedom to design their work schedule around personal commitments.

**Exposure to International Career Paths:**

Job seekers gain the opportunity to pursue positions within international firms, expanding their professional horizons well beyond local job markets.

**✔ Benefits & Impact**

At its core, "Go Recruit" plays an essential role in bridging the gap between global talent and companies seeking innovative remote or offshore staffing solutions. This agency not only enhances the recruitment process but also equips organizations with a diverse workforce, broadening the career horizons for professionals worldwide. This strategy promotes a dynamic and inclusive working environment and ushers in an era of limitless career opportunities, removing geographical barriers in the professional world.

By providing significant benefits to both employers and job seekers—such as increased efficiency, greater flexibility, a boost in diversity and innovation, and access to a global stage of opportunities—"Go Recruit" effectively bridges the aspirations of individuals with the needs of businesses. It stands at the forefront of the evolving job market, heralding a future where the potential for professional growth is boundless, and the pursuit of career ambitions knows no frontiers.





# Benefits

## INTELLECTUAL CAPITAL

- Access to highly educated and skilled individuals.

## ENHANCE SERVICE QUALITY

- Highly educated and motivated employees
- Improved efficiency and productivity.
- Enables 24/7 contact with customers.

## FOCUS ON CORE BUSINESS

- Free up your time so you can focus on your core business.
- Increase in quality and efficiency.

## BUSINESS SCALING

- Suits business of any size.
- Flexible workforce.
- Enables 24/7 contact with customers.

## REDUCE COST

- Save up to 70% to the cost of wages.
- Reduce overheads.
- No hidden costs or charges.

## TRANSFORMATIONAL CHANGE

- Manage business un-certainty.
- Supports organizational change.

# Take Advantage of

- ✓ Up to 70% savings on wages
- ✓ 100% quality, reliable staff
- ✓ Ongoing client support
- ✓ Staff monitoring platform
- ✓ Candidate replacement guarantee





## ➔ Offshore Office-Based / Unmanaged Service

For businesses seeking complete control over their offshore team, our Unmanaged Offshore Staffing Service offers the flexibility to oversee operations directly while leveraging our world-class infrastructure. We also provide the added assurance of free candidate replacement if an employee doesn't work out for any reason.

### ✔ What We Provide

- Recruitment, onboarding, and payroll support.
- Fully equipped office spaces with ergonomic workstations and high-speed internet.
- Uninterrupted power supply for reliable operations.
- Secure access systems, including biometric scans and proximity cards.
- Essential amenities such as sleeping quarters, pantry supplies, and café access.
- Support with monitoring systems, including daily checks and ensuring candidates clock in and out.
- Assistance with day-to-day queries and issues.

### ✔ What You Manage

- Onboarding, procedures, and policies, ensuring alignment with your company's culture.
- Day-to-day team operations and performance management.
- Ideal for businesses that have the resources and expertise to directly manage a remote team.
- Require flexible use of offshore infrastructure without relying on additional management support.



# Offshore Office-Based / Managed Service

Our Managed Offshore Staffing Service provides a turnkey solution for businesses looking to delegate the complexities of remote workforce management. This service includes the added assurance of free candidate replacement should an employee not meet expectations, ensuring seamless continuity.



## Complete Workforce Management

We take care of all aspects of remote staffing, including:

- **Recruitment**

Sourcing and hiring top talent tailored to your requirements.

**Onboarding:** Smooth integration of new employees into your team.

**Payroll and Compliance:** Handling salaries, taxes, and adherence to local labor regulations.

**Performance Tracking:** Tools and processes to monitor and optimize productivity.



## State-of-the-Art Facilities

Your team will work from secure, fully equipped offices featuring:

- **Ergonomic workstations:**

High-speed internet and uninterrupted power supply.

Biometric scans and proximity card access for security.

Amenities like sleeping quarters, a café, and pantry supplies for.

- **Comfort and convenience:**

24/7 IT and Administrative Support.

Our dedicated IT Service Desk ensures smooth operations, while administrative support handles logistics for uninterrupted workflows.



## Employee Engagement and Growth

We prioritize fostering a positive work culture by offering:

- Regular training sessions to boost employee skills and productivity.

- Social events to enhance team morale and connections.



## Why Choose Us?

Whether you prefer an unmanaged service for hands-on control or a managed service for comprehensive support, our solutions are tailored to meet your needs. With scalable infrastructure, cutting-edge technology, and the assurance of free candidate replacement, we empower your offshore workforce to excel.

Contact us today to discover the perfect offshore solution for your business!



## Pricing Guide

Roles	1-2 Years Exp. Junior	3+ Years Exp. Intermediate	8+ Years Exp. Expert
Virtual Assistant	\$13/hr	\$16/hr	\$17/hr
General Admin.	\$10/hr	\$14/hr	\$18/hr
Accountant	\$15/hr	\$18/hr	\$25/hr
Social media	\$14/hr	\$17/hr	\$23/hr
Web Developer	\$15/hr	\$18/hr	\$25/hr
Project Manager	\$15/hr	\$18/hr	\$25/hr







# We Make Offshore Recruitment Successful

From candidate recruitment process right through to staff management – we work together to provide ongoing support and outstanding results!

## How Go Recruit Works

We source and hire remote staff on behalf of our international clients, managing all client and candidate agreements directly. To ensure we attract the best talent, clients are required to pay in advance, which also guarantees candidate wages. Our model simplifies the hiring process for our clients while ensuring a stable and rewarding environment for our remote staff.

### STEP 1.....

#### We Help

We work closely with you to understand your specific business needs. Together, we identify the exact skills, qualifications, and experiences needed to create a customized staffing solution that matches your business goals perfectly.

### STEP 2.....

#### We Recruit

We launch a comprehensive marketing campaign to attract top talent, both actively and passively searching established talent in the industry. Our thorough screening process ensures you receive the best-qualified candidates. You have the final say in selecting the perfect fit for your needs.

### STEP 3.....

#### We Support

With your new remote team member on board, our ongoing support doesn't stop. We handle HR, basic monitoring, and payroll, ensuring that assistance for you and your remote team is just a call away.

## What Go Recruit Manages

- ✓ Basic monitoring and productivity reporting
- ✓ Attendance, including shift times and leave.
- ✓ Payroll administration
- ✓ Candidate liaison and mentoring
- ✓ Contract negotiation and compliance

## Client Responsibilities

- ✓ Defining day-to-day duties and responsibilities
- ✓ Providing ongoing training and materials
- ✓ Establishing workflow, processes, and procedures
- ✓ Supplying necessary tools and software
- ✓ Overseeing productivity and providing feedback

# Client Billing

Clients are billed monthly in advance, with fees covering the hourly rate, account management, staff monitoring, HR support, and payroll. Overtime by your team member will be adjusted in the following month's invoice to reflect any variances.

# Candidate Payroll

Your remote team members receive bi-monthly payments, inclusive of all regulatory and compliance obligations, healthcare benefits, and accrued leave entitlements.

# Confidentiality / Restrain of Trade

We also would like to assure you that upon successfully engaging your company as a client, the Contractor recognizes they might come into contact with "Confidential Information" during their assignment. The Contractor commits to neither directly nor indirectly reveal any such Confidential Information, nor use it in any way, both throughout the duration of this Agreement and beyond, unless such disclosure or use is necessary for the execution of their duties within this engagement or mandated by legal obligations.

# Our Hiring Process

1. Approve and sign the Job Description and Proposal we have provided.
2. We launch an extensive search for the ideal candidates. This search encompasses advertising on job platforms, social media, targeted email/SMS campaigns to our talent pool, and passive sourcing through our outreach efforts, all customized to meet your job specifications.
3. We rigorously evaluate applicants through screenings, tests, and background checks, aiming to present you with the top three to five candidates who best align with your requirements.
4. Interviews are organized between you, the candidates, and your account manager, facilitating an opportunity for you to meet and evaluate the best matches for your business needs.
5. You then select the candidate(s) who most closely meet your business needs.
6. Upon selection, we proceed to finalize the contracts, issue a pro-rata invoice for the current month, and require a one-month wage guarantee to secure the candidate's placement. This process is key to attracting elite talent.

7. After the contracts are signed and the initial invoice is settled, we facilitate seamless communication by sharing contact details.
8. We offer continuous support beyond recruitment, including HR, payroll management, and basic operational monitoring, to foster your success.
9. You'll receive an onboarding booklet to guide and assist in preparing for your new hire's start date.
10. Invoices are sent at the start of each month, with a minimum engagement period of twelve months required. Adjustments for approved overtime or undertime are addressed in the following month's invoice.
11. A guarantee for candidate replacement is provided throughout the contract period in case a replacement is necessary due to unforeseen circumstances.

This efficient and thorough process is designed to streamline your hiring experience, providing comprehensive support from start to finish.



# Job Types

## ● ADMINISTRATION / SUPPORT

- Virtual Assistant
- Customer Service Representative
- Order Processing
- Data Entry Specialist
- Technical Information Support Staff
- Administrator
- Personal Shopper
- Admission Officer
- Appointment Setter
- Returns Processing

## ● CONSTRUCTION

- Architect
- Commercial Architect
- Residential Architect
- Landscape Architect
- Interior Design Architect
- Interior Designer
- Urban Design Architect
- Green Design Architect
- Industrial Architect
- Electrical Engineer
- Mechanical Engineer
- Structural Engineer
- Water Engineer
- Transport Engineer
- Geotechnical Engineer
- Construction & Management Engineer
- Civil Engineer
- Quantity Surveyor
- Draftsman
- Auto CAD professional
- Estimators
- Engineering and Construction Support (OH&S, PPE, EPA)
- Engineering and Construction Support (Administrator)
- 3D Renderer
- BIM Revit Specialist

## ● DATA MANAGEMENT

- CRM Records
- Data Analyst
- List Cleansing
- List Validation

## ● FINANCE AND ACCOUNTING

- Accountant
- Accounts Payable Specialist
- Accounts Receivable Specialist
- Credit and Collection Expert
- Loan Processor
- Bookkeeper
- Para planner  
(grunt work for financial reports)
- Payroll

## ● HR MANAGEMENT

- Document Management
- Recruitment
- Candidate Assessment

## ● IT SERVICES

- IT Management
- SEO/SEM Specialist
- Helpdesk Support
- Developer
- IT Administrator

## ● LEGAL

- Lawyer
- Paralegal
- Transcriptionist
- Precedent Setter
- Legal Assistant

## ● MEDICAL

- Data Collection
- Data Analyst
- Medical Reporting
- Patient Medical Coding
- Medical Support and Assistant
- Medical Transcriptionist
- 3M Coder
- Medical Coder
- Medical Administrative Assistant
- Clinical Data Co-Ordinator
- Insurance Claims Processing
- Medical Transcriptionist
- Doctor
- Nurse

## ● REAL ESTATE

- Property Manager
- Project Manager

## ● SALES AND MARKETING

- Marketing Assistant
- Bloggers and Copywriter
- Graphic Designer
- Lead Generation Expert
- Business Analyst
- Content Writer
- Writer
- Technical Writer
- Telemarketer
- Inbound Sales Rep
- Outbound Sales Rep
- Digital Marketer
- PPC (Pay Per Click)
- Social Media Marketer

## ● TRAVEL

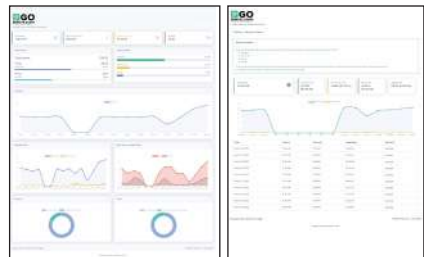
- Travel Consultant

## ● WEB DEVELOPERS AND PROGRAMMERS

- .NET Developer
- Cisco Engineer
- Flash Developer
- Mobile Developer
- PHP Developer
- Project Manager
- Quality Assurance Specialist
- Quality Control Specialist
- Software Developer
- Software Tester
- System Administrator
- Web Designer
- Frontend Developer
- Word Process Developer
- Web Developer
- App Developer
- Game Developer
- Full stack Developer



# Monitoring Platform Time Management



One of the primary concerns when hiring remote staff is the fear of a lack of oversight and control. Go Recruit understands this apprehension and has a robust online staff monitoring system in place. With advanced technology and tools, we are able to track the progress and productivity of our remote team members in real-time.



# Testimonials



For years, I've leveraged offshore staffing to enhance my business economically and efficiently. When I discovered Go Recruit for my accounting needs, I was relieved to delegate this task to their expertise. Initially seeking one accountant, my growing business necessitated additional hires. I wholeheartedly endorse Go Recruit for their commitment, exceptional service, and after-sales support. They truly deliver on their promises, offering high-quality service that has significantly benefited my operations.

**Marko**

**Managing Director**

**Global Fine Wines**

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I highly recommend Go Recruit's services based on our positive experience. Seeking a cost-effective staffing solution, Go Recruit surpassed our expectations by providing candidates who not only fit our criteria but also enriched our team from day one. Initially hiring for a Draftsman position, we were so impressed by the caliber of candidates that we ended up employing two architects, thanks to the significant cost savings and expertise. Go Recruit has been instrumental in enhancing our team with punctual, reliable, and skilled professionals. For anyone considering offshore staffing, Go Recruit is an excellent choice

**Pat**

**Director**

**Ikonomidis Design Studio**

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Bradley Australia, a family-operated business with over 50 years in the construction industry, has successfully diversified our team with Go Recruit's assistance. Initially hesitant about offshoring, Go Recruit changed our perspective by thoroughly understanding our needs and connecting us with candidates of exceptional quality. Our first hire through them, a specialist in AutoCAD, BimRevit, and 3D Rendering, has been a game-changer for our business. We've since expanded our offshore team and confidently referred Go Recruit to our sister company in the USA. Their service is outstanding, and I cannot recommend them enough.

**Warren**  
**CEO**  
**Bradley Australia**

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Go Recruit has been a cornerstone in our strategy to reduce operational costs without sacrificing quality. From our first interaction, their professionalism and commitment to understanding our needs stood out. Our initial hire, a Digital Marketing Specialist, was so impressive that we expanded our collaboration to include sales consultants. Despite a hiccup with the first sales consultant, Go Recruit's staffing guarantee ensured we received an excellent replacement, solidifying a superb remote team. I highly recommend Go Recruit to anyone looking to enhance their team while optimizing costs.

Kindest Regards,

**Ruth**  
**Managing Director**  
**Personal Leadership Academy**

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With your **success**  
in mind.





## Frequently Asked Questions

● What is the lowest number of weekly hours available?	Our offerings begin at a minimum of 20 hours per week and extends up to a full-time schedule of 40 hours per week.
● What type of roles do you offer?	More than 110 administrative and professional positions spanning across various industries.
● What if I made the wrong selection?	A candidate replacement guarantee is in place for the duration of the contract.
● How do I brief you?	For us to actively start recruiting, we need you to fill out a full job description specification. Don't have one? We can send one to you to update with your requirements.
● Assisted with candidate interviews?	We will set up all interviews and one of our staffing consultants will be there to facilitate, ensuring that your hiring process runs smoothly. You will be supported the whole way.
● What is the minimum hiring contract?	The contract, lasting for 12 months, auto-renews annually and includes a candidate replacement guarantee, offering continuity and quality assurance in service.
● How long does the hiring process take?	Depending on the role it can take on average 1 to 6 weeks to fill a position.
● Can I increase my staff hours?	You can change between full-time/part-time as your business requires, however note that when moving from full-time to part-time, your hourly rate may be slightly affected.
● Do I need to worry about sick pay and holiday leave?	Candidates receive 10 days of accumulated leave credits annually which is factored into the total monthly cost.
● Why do I have to pay in advance?	By guaranteeing pay, we can attract a higher-calibre personnel for you and engage those who will be 100% committed to your business. In the BPO industry, guaranteeing pay ensures a high level of commitment from your staff member, who is paid promptly for all work completed.
● How easy is it to grow my team?	Our staffing solutions are easily scalable. Our Global Business Managers specialize in helping our clients build their offshore teams and would love to discuss your business objectives and how to grow your team.
● Are there any additional costs involved with hiring?	Our pricing is transparent and there are no hidden costs.
● Are your employees working remotely or are they based in an office?	We provide options for both remote work setups and office-based managed services, depending on your needs.
Contact us today!	



“WITH YOUR SUCCESS IN MIND”

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