

**antero** HR  
SUPPORT | OUTSOURCE

*Creating a Better Workforce.*

# We take care of **HR**

*So you can take care of what you do best.*



*HR Support?  
Outsource Your HR?*

antero HR is a boutique HR generalist company that provides positive results and a significant return on investment. We provide flexible expertise to organisations that do not have an HR department, or those looking for further support to their current HR capability.

We contribute to specific workforce requirements by adding value from Talent Acquisition to Career Transition with fee for service HR delivery.

As a trusted HR Advisor companies also have the option to measurably Outsource a portion of their HR function, or for smaller organisations, their entire HR function, through short- or long-term fee for service plans.

We have pragmatically, cost-effectively and consultatively delivered results in HR across a range of industries of all sizes in private and public sectors across Australia.

Employees may not necessarily be a company's greatest asset. But the right employees in the right roles who are performing well probably are.

We work with leaders to put the right people in place, cultivate them, and help when careers are in transition by delivering quality results in the areas of:

- Recruitment and Selection
- Development and Retention
- Career Transition and Support

# Recruitment and Selection

*Successful results in Recruitment and Selection do not need to be expensive with “fee for service” options.*

As an HR Business Partner, rather than a Recruitment Consultant, leaders partner with us to appoint candidates at a fraction of the cost they would pay an agency, and still draw on a proven track record that has resulted in thousands of successful appointments.

We believe every new hire is equally important and finding the next employee doesn't start with a wish list, and a slick ad that may not work.

We identify and document the knowledge, skills, abilities and other characteristics that are needed to best help businesses, and consultatively work through a process that makes the new appointment a more integral part of the team.

Business owners and leaders can handpick the amount of Recruitment and Selection expertise the business requires, from Attraction Strategies to Offers and Induction, and obtain the most appropriate and cost effective HR support to meet budget and achieve business goals.

Support is provided through a process that includes any combination of HR activities driven by the needs of the organisation.

The provision of assistance on offer can include:

- Job analysis and job descriptions
- Candidate attraction strategies
- Tailored recruitment campaigns
- In-house support
- Psychological assessments
- Employee induction





# Development and Retention

*Systems, processes and training that help employees to exceed expectations.*

Costs associated with employee turnover and performance issues have a significant impact on the bottom line.

While these unwanted costs may be due to a number of reasons, there may be gaps or outdated HR practices occurring that are limiting employees from meeting and exceeding minimum expectations. We help close those gaps.

We provide implementation, training and support that is most appropriate to the complexities and needs of any given company. This includes the approach we take with our practical, interactive Training Programs and Workshops in a range of topics that assists companies, teams and leaders address HR challenges.

We also help smaller organisations gain the greatest benefit in HR practices that will increase engagement and profitability by offering a cost-free HR Review/Audit to more clearly identify potential areas of focus.

Development and Retention support that assists with staff engagement can be achieved through our services including:

- HR reviews/audits
- Job analysis and job descriptions
- Policies and procedures
- Salary surveys
- Performance management programs
- Training needs analysis
- Tailored training programs and workshops
- Exit interviews
- Ad hoc HR consulting

# Career Transition and Support

*Careers sometimes need to be transformed as a result of organisational change.*

Today's organisations may not be the same as yesterdays, and certain job responsibilities and skills and experience needed to successfully perform those jobs may not be the same either.

When employees find changes to job responsibilities difficult or are not able to make the transition to that new role and organisational structure, we provide assistance during this stressful period with Career Coaching or Outplacement support.

Our depth of support varies with individual and organisational circumstances. This may include a Psychological Assessment necessary to identify an employee's

developmental needs, CV Preparation, comprehensive individual Career Coaching or Outplacement Programs, or a series of Career Transition Workshops.

Career Transition Workshops can include:

- Getting Ready for Your Next Job
- Getting into Today's Job Market
- Doing Your Best at Interviews





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