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# Anderson | Knight

## RECRUITMENT



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## Introduction

Anderson Knight is a specialist independent recruitment business with our office based in the heart of Glasgow City Centre. We attract the best quality of candidates due to our sector experience and market knowledge and we are committed to developing close working relationships with our clients.

Established in 2001 Anderson Knight has since developed into various sectors and built up a reputation of being an honest and reliable recruitment partner.

We have specialist Divisions covering the following sectors:

- Accountancy & Finance
- Public Practice
- Financial Services
- Human Resources
- Office Services
- IT
- Engineering
- Utilities
- Oil & Gas

## Accountancy & Finance

Accountancy & Finance at Anderson Knight is a core division with a proven track record of recruiting both Junior and Senior level appointments throughout the central belt of Scotland on a permanent and temporary basis.

Our consultants are highly experienced individuals with a combined 25 years knowledge operating within the Accountancy & Finance sector. All consultants are specialist in their own accounting fields and can provide excellent knowledge of candidate availability, market trends and salary information when requested.

As a result of continual growth, Anderson Knight's client portfolio range from major PLC's to small owner managed business within the Professional Practice, Industry Commerce, Financial Services and Public Sector.

With a specially designed recruitment system and an extensive database of available candidates, Anderson Knight is able to react quickly and diligently to our client needs. All candidate details are constantly updated which enable the very best quality of service.

We pride ourselves on treating both our clients and candidates as people and not numbers on next month's balance sheet. The range of staff we can supply include:

- Financial Directors
- Financial Controllers
- Management Accountants
- Financial Accountants
- Project Accountants
- Systems Accountants
- Accounts Assistants
- Book – Keepers
- Credit Control Manager
- Credit Control Clerk
- Purchase Ledger Supervisors
- Purchase Ledger Clerks
- Sales Ledger Supervisors
- Sales Ledger Clerks
- Payroll Managers
- Payroll Clerks



Our service is totally confidential and carefully tailored to fit your specific requirements.

## Public Practice

Anderson Knight has a specialist division dedicated entirely to the professional practice market.

The Anderson Knight Professional Practice Division specialises in recruiting personnel for Accountancy Practices large and small throughout Scotland.

We can offer you the widest range of opportunities plus informed and objective career advice along with our excellent knowledge of salary information and market trends. With a well established and experienced accountancy division our consultants can provide specialist up-to-date market knowledge.

We place great emphasis on developing close working relationships with our clients and candidates alike. Our continued growing success has been built on maintaining close long-term relationships combined with personal interaction and a commitment to provide a quality service to our clients and candidates.

We recruit trainees, to part qualified and partner level, some of whom are registered with Anderson Knight exclusively. Our candidate needs and client requirements are important to us, and our tailored database gives us the ability to search the most suitable candidates and practices ought after, quickly and efficiently.

We at Anderson Knight, especially within the professional practice division feel that communication and commitment is the key to our solid and growing database of quality candidates and satisfied clients.

We recruit; Audit & Accounting, Taxation, Corporate Recovery, Corporate Finance, Business Assurance & Advisory, Forensic Accounting



## HR

Anderson Knight's HR Division offers a specialist professional recruitment service able to support needs across the United Kingdom. Our HR team has a wealth of experience and knowledge to provide a high quality professional consultancy and recruitment service with the aim to build long lasting relationships with every client.

With a well-established database, Anderson Knight is ready to act quickly and efficiently to our clients' needs. We offer a fast and efficient response to any staffing requirements from our clients. Our specialist recruitment software gives us the ability to search the most suitable candidates for our clients' needs.

The range of staff we can supply includes (but not restricted to):

- HR Administrator
- HR Advisor
- HR Officer/ HR Co-ordinator
- HR Business Partner
- HR Manager
- HR Director

Anderson Knight covers all requirements; full time, part time, permanent and temporary.



## Office Services

We have a proven track record in being able to successfully support major national organisations as well as the smaller established companies by providing a tailored service to suit each client's individual needs.

Office Services is a specialist division within Anderson Knight providing recruitment solutions within Secretarial and Administration functions across a broad sector of businesses. Staffed by experienced consultants our aim is to place quality people in quality jobs and we are successful in achieving this by listening carefully to our clients and candidates needs and wants.

The range of staff we can supply includes;

- Front of House/Reception/Switchboard/Helpdesk
- Administration – Sales, Technical, Procurement
- Data Entry
- Audio Typists
- Document Control
- PA/EA/Secretarial
- Office Management
- Sales and Project Coordinators
- Customer Services/Telesales/Sales Executive
- Legal Secretaries/Paralegals

With a database of over 1000 candidates and a continuing strategy of media advertising and networking throughout Scotland we at Anderson Knight can offer a fast and efficient response to any staffing requirement within Office Support Personnel.

With our comprehensive selection process, utilising objective tried and tested recruitment methods, our focused approach and unparalleled standards in quality and customer service you can be confident that you are working in partnership with one of Scotland's fastest growing recruitment companies.

Whatever your needs, whether temporary, contract or permanent we will provide a fast and efficient service and leave you in no doubt that Anderson Knight is the right solution for your company.



## Engineering

Anderson Knight Engineering division has went from strength to strength using expertise gained over a number of years we have been able to build up a division which is able to offer productive and innovative solutions to our clients. Working across a number of disciplines in a variety of sectors our Consultants are reactive and able deliver a high level of service enjoying a quality standard that is representative of their experience and knowledge within their markets.

Our offering covers a number of Engineering and Manufacturing specialties but an example of some of the industries we have worked successfully within includes:

- Electrical and Mechanical Engineers
- FMCG Manufacturing
- Construction
- Transport and Logistics
- Heavy Manufacturing
- Oil and Gas
- Precision Engineering

Working within these industries we have gained a high level of knowledge of a range of candidate roles such as:

- Project Engineers/Managers
- Construction Managers
- Health and Safety Managers
- Environment and Quality Managers
- Quantity Surveyors
- Manufacturing Engineers
- Maintenance Engineers
- Commercial Managers
- Operations Managers
- Design Engineers

Candidate referrals coupled with effective media advertising and networking are a key driver in our ability to maintain an excellent database of candidates.

We also offer a pro-active Search and Selection process in identifying the top calibre candidates in the market.

Professionally managed by a dedicated team; our aim is to always deliver responsive, reliable talent management solutions to our valued clients in a consistent and effective manner, allowing us to build long term relationships with them. Our extensive global network, time-efficient search process, broad industry and regional expertise provide us with the competitive advantage necessary to recruit and develop a world-class team for your business.

## Utilities

At Anderson Knight we specialise in Utilities recruitment, we source and supply the very best individuals for our clients. Our consultants have extensive market and product knowledge – we work closely with clients and candidates to ensure the best result for both parties.

Our Utilities division has a proven track record of recruiting on all level appointments throughout the whole of the UK. With a well-established database, Anderson Knight is ready to act quickly and efficiently to our clients' needs. We offer a fast and efficient response to any staffing requirements from our clients.

The range of candidates we can supply but not restricted to:

- Metering Technician
- Dual Fuel Engineers
- Three phase metering engineer/Technician
- Smart metering technician
- Multi Utilities Design Engineer
- Multi Utilities Supervisor
- Multi Utility Manager
- Technical sales managers
- Business development managers
- Design managers
- Electrical managers
- Compliance manager
- Welders
- Health and Safety Manager
- Technical support engineer
- quantity surveyor
- Senior Surveyor
- Electricians Technician
- Site Supervisor
- Project Manager
- Operations Manager
- Industrial pipefitters
- CAD Technicians
- LV jointers
- Gas design engineer



## Oil & Gas

Anderson Knight has a number of years' experience within the Oil and Gas sector. We can provide staff on short notice for North Sea and International requirements. Our team of highly professional and qualified recruiters are dedicated to provide quality resource solutions and services to our clients and candidates alike.

Anderson Knight has a proven track record of successful placements within the Drilling, Marine, Hydrographic Survey and Subsea specialisms.

We believe in building up, and maintaining, a professional relationship with every candidate and client. This helps to match up a perfect placement every time.

We pride ourselves in tailoring our candidate's needs with that of our clients, which is why our clients come back and utilise our services.



### **Drilling (onshore and offshore)**

We can source excellent candidates from Roustabouts, Assistant Drillers, Drillers, Tourpushers, Toolpushers, OIMs up to Rig Managers (rotational or shore based) and Operation Managers. We can also provide fantastic maintenance staff including; Rig Electricians, Rig Mechanics, ETs and Maintenance Supervisors.

We speak to a diverse range of individuals with a wide scale of rig experience. This includes all cyber and conventional Semi-sub, Drillships, Jack-ups, Platforms, Tenders and land rigs.

### **Marine**

All crew provided are fully compliant with STCW regulations. We are successful at placing all crew for example; Engineers (Chief, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>), DPO, SDPO, Officers (Chief, 1<sup>st</sup> and 2<sup>nd</sup>), ETO, OIM and Masters.

We have a strong database of candidates with a variety of DP vessel experience, including; DSV, PSV, MPSV, AHTS, ROV, Construction and Drilling rigs.

### **Subsea**

Anderson Knight is capable of providing clients with experienced candidates within the Subsea market. We can provide Assistant Subsea Engineers, Subsea Engineers, Senior Subsea Engineers and Subsea Superintendents.

### **Hydrographic Survey**

Anderson Knight is experienced in providing Online Surveyors, Data Processors, Survey Engineers, Party Chiefs, Report Coordinators and Geophysicist for any requirements worldwide.

## Financial Services

Anderson Knight is a specialist recruiter within the Financial Services division across the whole of the UK.

We pride ourselves on top level communication skills, coupled with integrity and an attention to detail which we believe is important to achieve the results we are attributed to.

We have several close relationships with clients and candidates alike and we place a huge emphasis on listening skills and empathy, which brings our clients back to us time and time again. We understand our market at an intrinsic level with our consultants predominantly coming from the market they recruit into.

We recruit on a large scale for the following:

- Financial Planners
- IFA's
- Tied & Multi-Tied Advisors
- Financial Advisors
- Wealth Managers
- Investment Managers
- Paraplanners
- Pensions Consultants

We are always open to discussing the market and have market knowledge right across the UK within networks, practices and major retailers.



## IT

Anderson Knight's IT Division offer complete recruitment solutions to a varied client portfolio that ranges from international blue chips to small boutique digital agencies and software houses, across the UK. Our success comes from developing lasting relationships with clients and candidates by offering a truly consultative service. Each Consultant has several years of experience delivering cost effective and streamlined talent acquisition strategies.

We operate across a number of specialisms in IT including:

- Software Development
- Software Testing
- Web Development
- Mobile Development
- Business Analysis
- Project Management
- Change Management
- Big Data
- Data Analytics

We recruit permanent, contract and temporary positions so whether you are looking to make an individual appointment or require a talent partner for an on-going recruitment campaign, Anderson Knight's IT Division are well placed support your growth.

