

**FOI Release**  
**Information released under the Freedom of Information Act**

**Title:** Recruitment agencies used by the Intellectual Property Office and the pay bands for temporary/contractor staff.

**Date of release:** 24 June 2013

**Information request:**

1. A list of all external Recruitment Agencies used by your organisation to recruit temporary/contractor staff in the last year, from the date of receipt of this request.
2. The job titles and grades or pay bands of all temporary/contractor staff recruited in the last year, from the date of receipt of this request.

**Information released:**

Recruitment agencies used to recruit temporary staff and contractors:

- Acorn
- LA International
- Michael Page
- Veredus

<b>Temporary Staff</b>		
<b>Job title</b>	<b>Grade</b>	<b>Number of Recruits</b>
Admin Assistants	A1	18
	A2	17
	A3	19
Senior Policy Advisors	C1	1
	C2	1
Procurement Manager	B3	2
Head of Financial Operations	C2	1

<b>Contractors</b>		
<b>Job title</b>	<b>Grade</b>	<b>Number of Recruits</b>
Assistant to Hardware Engineer	A1	2
SA Tester	B3	1
Oracle Financials Applications Administrator	C1	1
Oracle Financials Developer	B3	1
Oracle Applications DBA	B3	1
Digital Project Manager	C1	1
SharePoint Administrator	B3	1
System Tester	B3	2
Business Analyst	B3	2
SQL Server DBA	B3	5
SharePoint Developer	B3	1
Net Developer	B3	6

Solutions Architect	C1	3
Developer	B3	1