



Government
Recruitment Service



Government
People Group

In-House Direct Sourcing Team



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In-House Direct Sourcing Team

Why Use Us?

Sitting at the heart of Government in the Cabinet Office, we are uniquely placed to provide expert search support to every department and agency.

Run by experienced Civil Servants with wide-ranging search expertise for departments to call upon, we have an unparalleled understanding of government including the specialist Professions. We combine our cross-Civil Service experience with wider external sector knowledge and access to a range of internal and external networks. This enables us to identify, attract and engage a strong field of internal and external candidates to meet your recruitment needs.

We can focus on recruitment outside London. We have deep expertise in targeting and attracting passive but credible candidates across your higher priority UK locations, especially candidates who may not previously have considered a role in the Civil Service. We are building sector knowledge to help you with roles where candidates are hard to locate. We are amassing regional insights to help you recruit more effectively. **We are passionate about securing you a strong and diverse candidate pool and helping you to achieve your recruitment objectives.**

The service is bespoke and fully adaptable to your requirements. We are your ideal strategic partner, combining this with our access to a regional talent insights tool to let you better understand the strengths of available regional talent.

Being an in-house service means we can work at speed to activate campaigns quickly, reducing the time lag between conception and creation and allowing you to launch your vacancy without typical procurement lead-in times.

We maintain regular contact with the hiring manager throughout each campaign, which enables us to adjust our search as required. After the vacancy closes, we provide a report that sets out our activities, candidate feedback, and insight into your market reputation.

Since launching in April 2024, we have successfully delivered campaigns for several departments and look forward to partnering with you. For an information conversation about your requirements and how we can work together to address your resourcing challenges, please contact us at:

searchteam@cabinetoffice.gov.uk

Our Offer

Our dedicated team was established in April 2024.

We provide a bespoke search service delivered by our in-house expert recruiters who specialise in the attraction, selection and onboarding of Civil Servants of all grades up to and including director level (SCS2).

The team sits alongside our campaign management team which enables us to offer our search service as an additional, but integral part of the end-to-end campaign management service you may already be using.

We currently offer three options:

1. **Full Search Service** - A standalone service that can be provided alongside our full Campaign Management service.
2. **Bespoke Search Service** - Specially designed around any specific requirements ie single location or availability of a discrete/known field of available talent in the market.
3. **Long List Interviews** - ideal for campaigns with a large and strong field of applicants. This service will provide the panel with additional information to help them agree on a smaller field to shortlist/interview.

Our unique selling points:

1. **Service delivered by Civil Servants with extensive headhunting expertise.**
2. **Access to strong and diverse field of internal / external candidates and networks.**
3. **Ability to launch your vacancy without typical procurement lead-in times.**
4. **Cost effective solution offering exceptional vfm.**

The Full Search Service Option:

We will:

1. Develop a company target list where suitable talent might be found - up to 50 or 60 named organisations.
2. Identify suitably experienced and / or qualified candidates. We will target 100+ individuals.
3. Approach and talk to candidates and create profiles / summaries of their relevance to the role to be filled and their interest in applying.
4. Create reports for Hiring Managers outlining where the Search has been targeted and the candidates who match requirements and are interested in your role.
5. Support candidates through the application process, particularly in compiling a Statement of Suitability. This support is provided to internal, OGD and external candidates.
6. Follow candidate progress at sift and record any search candidates selected for interview.
7. Support interviewees with guidance around the interview and assessment process.
8. Support candidates post interview and manage feedback to them.
9. Create candidate databases for sectors / professions / experience and manage in LinkedIn.
10. Facilitate a 360° interview with successful candidates after 6 to 12 months in post. This additional service will be particularly valuable for external candidates joining the Civil Service for the first time. **(A separate fee will apply for 360° assessments).**

Cost: £9,000 per role with discounts available for similar additional roles.

This service can be combined with our campaign management service.

Cost: £15,800 for a full search and campaign management.



Bespoke Option

This is harder to quantify because by its very nature it will be designed around your specific requirements.

These are some examples of what it might look like:

- Approaching a shortlist of specific candidates known to a hiring manager or known for their expertise.
- Conducting sector-specific research on salary benchmarking, candidate availability or likelihood of securing a successful hire.
- Sourcing candidates from up to 10 specific organisations, having discussions with them and encouraging applications which we would monitor and support as required.
- Supporting a managed campaign with search on an ad hoc basis to increase applications where they may be low in number when using advertising only (or where the department knows that volumes will be low from previous experience).

Cost: £POA.

This service can be combined with our campaign management service.



Long Listing Option

Occasionally, campaigns will attract a large number of high-calibre applications, when **moving to short list might benefit from additional testing**, rather than selection based solely on a statement and CV.

Longlisting can assist a panel to make those decisions. Our team will interview your top 8 - 10 candidates through in-depth questions about their experience, motivation for the role, leadership, technical skill set, salary expectations, conflicts etc. and produce reports on each

candidate to enable the Panel to make informed decisions. This would include a minimum 45-60 minute session with each candidate and include the candidate's responses to the questions the panel have asked us to explore.

Cost: £500 per candidate.

This service can be provided individually or combined with any of our other options.

Please note that all prices quoted in this brochure are exclusive of GRS campaign management fees of £6,800, external advertising charges, assessment costs and VAT.



Our Team

The In-House Direct Sourcing team consists of **four experienced recruitment professionals** who between them have worked multiple tens of years in a variety of roles. These include volume RPO recruitment, executive search and selection across the Civil Service and head hunting in the private sector. The team is supported by our dedicated in-house Researcher.

We now offer a search service that complements the existing SCS campaign management delivery which extends across SCS1 and SCS2.



Ajay Jagatia, Head of In-House Search Team.

Ajay is a career Civil Servant with over 30 years of experience across a range of government departments. Ajay learnt his craft in a private sector consultancy specialising in executive C-Suite recruitment. Examples of this include high-profile appointments such as the Executive Team at the Olympic Delivery Authority, and more recently for SCS roles across Government.

He returned to the Civil Service after nearly three years in the private sector and has carved out a successful in-house recruitment career. Ajay offers extensive experience in bringing high-calibre individuals into the Civil Service and now heads up the In-House Direct Sourcing team.



Sheila Beniams, Senior Search Consultant.

Sheila joined the Civil Service in 2018 after a long and successful career in private sector recruitment, in particular Search and Selection for senior leaders in the FTSE 100 and beyond. In recent years she took up opportunities to work in high volume delegated grade recruitment within GRS and latterly, the SCS Recruitment team before moving into her current role.

Track Record

Cabinet Office

- SEO, Associate Product Manager (DDaT)
- Learning and Development Managers (3 roles)
- Deputy Director, Recruitment and Resourcing Expertise
- Director, Civil Service Employee Experience and People Performance People Officer, Government People Group

Infected Blood Compensation Authority

- Director, Data
- Director, Digital Services Owner,
- Director of Operations and
- Director of Communications
- Finance Director
- Financial Analyst
- Clinical Advisor
- **Department for Transport**
- Director, Shareholdings, Appointments and Inquiry Response
- Deputy Director, Rail Interfaces
- Deputy Director, Bus Funding
- Deputy Director, External Engagement



Track Record (continued)

Department for Energy Security and Net Zero (DESNZ)

- Programme Director, Carbon Capture, Utilisation and Storage
- Co-Director, Emissions Trading and Business Decarbonisation
- Deputy Director, Hydrogen Strategy & Portfolio
- Deputy Director, International Climate Change Negotiating and Engagement
- Director, Energy Affordability and Consumer

GB Energy (DESNZ)

- HR Director
- Finance Director
- GB Local Director

Department for Culture, Media and Sport (DCMS)

- Deputy Director, HR

The Insolvency Service

- Director of Official Receiver Services

We also have a healthy pipeline of enquiries that we're incredibly excited about working on over the coming months.

For a no obligation confidential discussion about campaigns you would like support on, please contact us at: searchteam@cabinetoffice.gov.uk



Testimonials:

“Research shows that direct sourcing is the key to the future of work. It also uncovered 75% of businesses state that the ability to leverage their brand has been a value-added aspect of direct sourcing”.

Research Specialist
Ardent Partners.

“My vision for a learning function that could futureproof our business unit was entirely dependent on recruiting an expert, creative, collaborative and energised new team. “These weren’t typical civil service roles, and the direct sourcing team ensured we were connecting with the right candidates. It turned out 100% of our appointments came through the approaches made by the team - I literally couldn’t have done it without them.”

Head of Learning and Development
Government Recruitment Service.

“I think that the outreach to potential applicants and support of applicants is fantastic. Sophie was very knowledgeable and a great support”.

Candidate
Department for Work and Pensions.

“I wanted to write and thank you for your support and help with the application and interview process. Your proactive approach, reaching out to me on LinkedIn to ask if I had seen the role was really impressive and just the attitude we need in the Civil Service.

Your engagement throughout has been absolutely first rate. I’ve appreciated your dynamic, personable and helpful communications – you are an exemplar of providing a user-orientated service of the highest professional standard”.

Successful candidate
Department for Transport.

“We have used the CO Exec Search team to help us with attracting candidates to our locations outside of London and we have been really impressed with how thoroughly they have understood the brief and the quality of additional applications that they have provided. We will definitely be using their services again in the future.”

SCS Resourcing and Onboarding Lead
Department for Transport



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For General Enquiries: searchteam@cabinetoffice.gov.uk

Alternatively, please feel free to contact any of the team directly:

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