



**Premium Consulting**  
Delivering People Solutions



# Your Expert Premium NPA Recruitment Partner

*Let us work for you*

## RECENT PLACEMENTS

### Management

QLD Public Relations Manager  
Employment Services Manager  
Business Manager  
Centre Manager  
General Manager  
Human Resource Manager  
Project & Development Manager

### Engineering/Mining

Plant Manager  
Production Engineer  
Process Engineer  
Senior Project Manager  
Manufacturing Manager  
Maintenance Manager  
Coal Preparation Engineers  
Mechanical Engineer  
Systems Engineer  
Mechanical Fitter/Turner  
Maintenance Electrician/Supervisor

### Accounting/Finance

Management Accountant  
Office Manager  
Credit Controller  
Finance Manager  
Bookkeeper  
Senior Financial Analyst  
Customer Service  
Marketing Administrator

### Compliance/WH&S/QA

HSSE Advisor - QLD  
OH&S Advisor - VIC  
HSE Specialist - VIC  
HSE Manager - QLD  
HSE Site Support - QLD  
State Compliance Manager  
Senior Compliance Officer  
Business Process  
WH&S Officer  
Policy and Service Officer  
Case Officer - Rehabilitation

### Mining

Geologists  
Shotcrete specialist  
Procurement managers  
Contracts managers

### Property

Body Corporate Manager

### Construction

Roads Construction  
Fleet Manager  
Dam Engineer

### Gas / oil Exploration

Fleet manager  
Exploration superintendent  
Exploration manager

### Transport/Warehousing/ Supply Chain

Operations Manager  
Transport Manager  
Senior Inventory Manager  
Supply Chain Manager  
Site Operations Manager  
Warehouse Manager  
Branch Coordinator  
Warehouse Supervisor  
Fleet Controllers  
Purchasing Officer  
Inventory Officer  
Distribution Manager  
Operations Coordinator

### Sales/Marketing

Sales Executive  
Sales Manager  
Marketing/PR/Events Manager  
Sales Representative  
Domestic Freight Sales  
Sales Supervisor  
Senior Brand Manager  
Project Manager  
Internal Sales  
Marketing Assistant

### Administration

Executive Assistant to CFO  
PA/HR Assistant  
Office Supervisor  
Call Centre Operator  
Secretary/Administrator  
Receptionist/Administration  
Operations/Administration

### Human Resources

HR Advisor  
Internal Recruiter  
Recruitment Assistant  
HR Administrator



## FROM THE DIRECTOR Julie Parsons

After attending a recent global recruitment conference and a global talent round table I feel privileged to be in business in this region.

Economic pressures are a global reality. However, what we have heard constantly from worldwide associates is that things are improving and the Australasian region is at the forefront.

Hot subjects include utilizing social networking sites/methods for recruitment purposes, this is the way of the future and will be the way to interact with the younger generation ... our future workers.

LinkedIn has 47 million members and is used for professional communication purposes and networking, this cannot be ignored. The latest trends and skills for reaching the passive candidate market require an in-depth, up to date knowledge of what "is in", in terms of communication. Shorter term Project based work assignments will be the way of the future, with up-skilling and training requiring personal ongoing investment.

Our team at Premium Consulting will focus on quality and care for all candidates and clients and growth in our business without compromising trust and professionalism. Our membership in NPA the Worldwide Recruitment Network continues to set us apart in the range of services, advice and recruitment reach that we are able to offer to our clients and candidates.

As we come out of the tough times, it is inevitable that a shortage of skilled workers will eventuate and global talent wars will occur again for senior professionals.

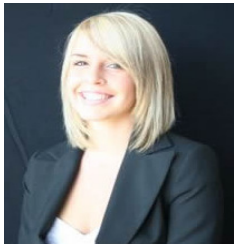
Our unprecedented local, regional and international recruitment networks will ensure superior candidate sourcing for our clients.

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*.....The difference between ordinary & extraordinary is that little bit extra*

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# Your NPA Partner - What We Do!



**Mandie Malone**

**Assistant Recruitment Administrator**

Email:

[reception@premiumconsulting.com.au](mailto:reception@premiumconsulting.com.au)

Mandie Malone joins the Premium Consulting team as Assistant Recruitment Administrator.

She already has extensive experience in administration and customer service roles. Mandie's strong communication and organisation skills will ensure that a professional and diligent service will be provided to all clients, candidates, staff and business associates.

Mandie is currently undertaking a Bachelor of Business at Griffith University with a double major in Human Resource Management and Business Management. Her passion for the recruitment industry and utilisation of the latest skills and industry research will assist her in contributing to the continued development of Premium Consulting.

## Other Exciting News...

We have aligned with a national service provider, **Resumes for Results**. We recommend this service to candidates/clients who require professional assistance with Resume preparation or career coaching, to best represent them in their job search.



For information please contact: [caramcfarlane@premiumconsulting.com.au](mailto:caramcfarlane@premiumconsulting.com.au)

## CHANGE IN AN UNSTABLE ENVIRONMENT

Change is usually not easy, and change amidst instability is even more difficult. Yet that's how many employees are feeling lately as their companies reorganize, reallocate resources, cut costs and downsize staff while the economy searches for stabilization.

Whether you are the one initiating or adapting, adequate time should be allowed for contemplation and preparation before transition can be welcomed. Otherwise any change will be met with resistance. To encourage employee buy-in, a woman I met recently shared how her company applied the "**head, heart, hands**" concept as an organisational imperative as they underwent some restructuring.

Knowing that staff would find any change unsettling, the company's leadership created a unified plan to fully communicate and engage their teams before taking any action. Explaining all the logical and rational reasons for the change would enable staff to begin intellectually processing the information (**head**); acknowledging how the change would make employees feel before, during and after implementation would assuage their fear (**heart**); and outlining the tactical plan and ensuing goals would satisfy their need for action (**hands**).

## JOB SEEKERS TOOL KIT

### Q. What are the most important job search tools?

It is important to prepare a full collection of top-notch tools. Call this the "Job Seeker's Tool Kit," and it can be thought of as a portfolio of self-marketing documents.

The idea is to use the right tool, at the right time, with the right person, for the right purpose.

Candidates need to stop relying exclusively on their resume. Other vital tools include;

- The professional biography
- Target company list
- Testimonials sheet
- Professional references list
- Networking agenda
- Accomplishment stories
- Positioning statement

Using all these tools "synergistically" takes some education and practice, but once the approach is mastered, it can generate exceptional results.