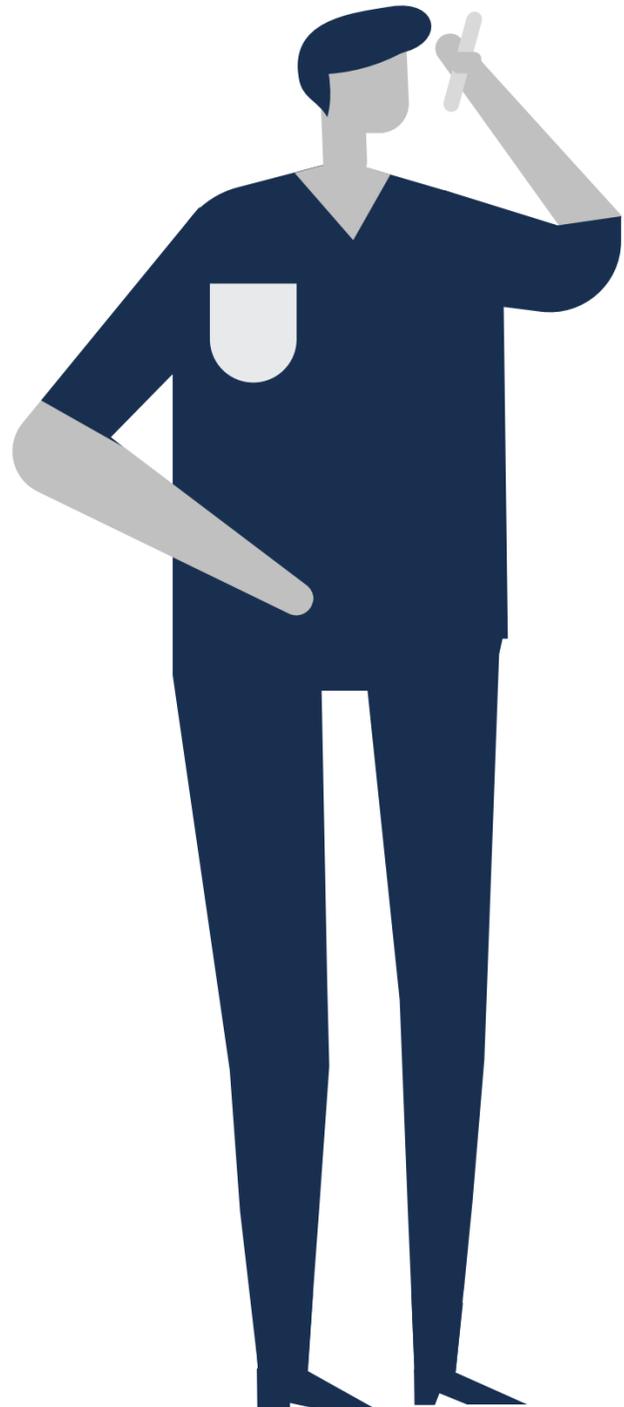


Employee First Approach

To ending the employment relationship through redundancy



Redundancies... Now What?



Redundancies are never easy for the people involved and it's essential to make sure managers handle them professionally. Unfortunately, for a manager, they are often left alone to carry out the redundancy process and handle the fallout of the team.

The traditional redundancy method includes the following:

1. Provide notice of termination
2. Discuss the redundancy entitlements
3. Refer the employee to an Employee Assistant Program
4. Handle the remaining team's engagement issues

With this method, all employees feel neglected, alone and angry.

The redundant employee is ultimately left unemployed. The manager feels exhausted and burnt out. The remaining team consider if they are next and the company is left wide open to Fair Work claims and further resignations.

The Better Way

TPR Outplacement Services



Exiting employees will benefit from TPR Outplacement Services - we will take care of them for you. Allowing you to focus your energy on supporting the remaining employees who often feel guilty that they still have a job while their friends and colleagues are facing unemployment.

We partner with human resources to:

- **Create a Manager's Toolkit including:**
 - Communication tips to manage employee emotions and expectations
 - Recommendations to reduce the risk of an employee submitting an Unfair Dismissal Claim through FairWork
 - Resources on how to depersonalise the redundancy
 - Workshop suggestions to protect staff engagement and team morale.
- **Create an Employee's Toolkit including:**
 - Presents the pay and entitlements available
 - Job Search Strategy Guide
 - Helpful tips to support them on their journey.

TPR Outplacement Services



We will help you:

1. Equip employees with confidence and support in their transition with career counselling and professional writing services
2. Reduce the risk of Unfair Dismissal Claims by supporting the employee to land a new job with a proven 96% success rate
3. Reduce recruitment and training costs if your company is in the position to re-hire the employee by protecting your relationship with them throughout the process.

In turn, you can focus on:

1. Raising the morale, loyalty, and productivity of your remaining employees
2. Creating a positive workplace culture for all employees and management

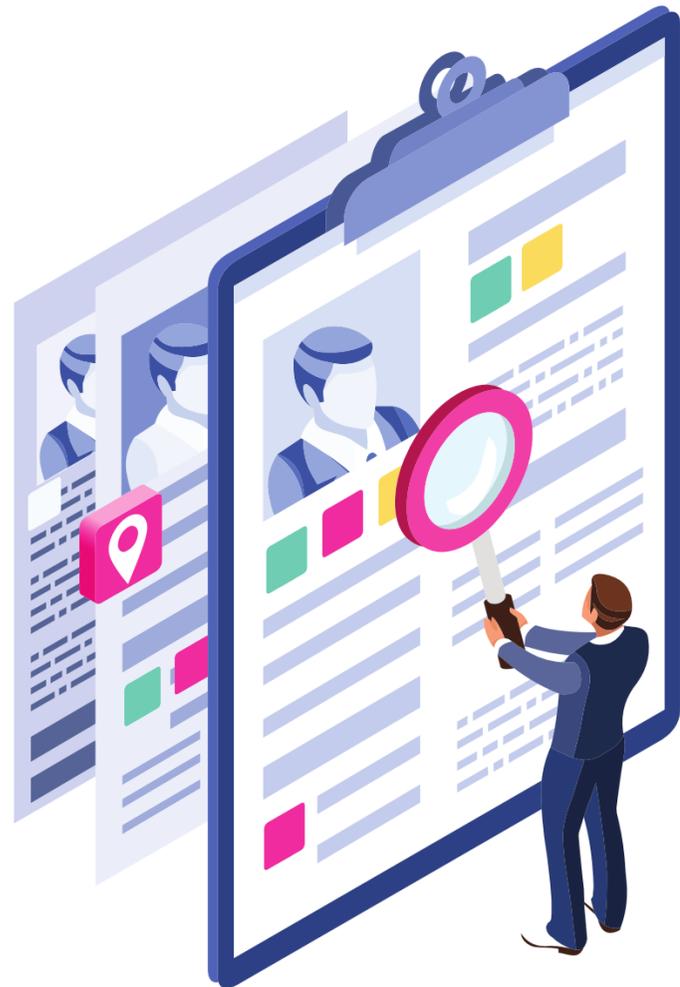
How it Works

We coach your employee on a self-development pathway that boosts their confidence and helps them realise their true potential. In the end, they are confident, know exactly how to pitch their skills so they secure a new job. We help them with hands-on, practical solutions, including:

- Tailoring their resume, cover letter and LinkedIn profile to ensure they stand out from other candidates and comply with applicant tracking systems
- Optimising their hard and soft skills, personal qualities and achievements in line with an advertised position
- Addressing common recruiter biases that affect an individual from getting a job.



Outplacement Service Packages



\$1,199

Bronze

Kick start the process of securing a new job

\$1,699

Silver

Jam packed career services with personal branding

\$2,499

Gold

Complete career services with personal branding and networking strategies

\$3,499

Platinum

Comprehensive career services with personal branding, networking strategies, and active career support

Kick start the process of securing a new job

Bronze Outplacement Service Packages

\$1,199



The bronze package is our most cost-effective and affordable outplacement service option, ideal for entry-level employees. This package will equip your transitioning employees with the crucial documents necessary for a successful job application. Working 1:1 with a Certified Career Coach, the employee will receive an:

- Applicant tracking system (ATS) compliant resume with unlimited revisions (editable Word and PDF formats).
- Tailored cover letter, highlighting their transferrable skills.
- Complimentary cover letter template that matches the design.
- Coaching around what makes the perfect cover letter.
- Optimised LinkedIn profile, including research around the optimal keywords and networking tips.
- Free proofreading service until they land a new job.
- Access to the Interview Hacking course, ensuring they not only reach an interview but ace it to secure the job.
- A 60-minute interview preparation session with a career coach, guiding them through interview questions, whether in-person, phone-based or virtually.

Jam packed career services with personal branding

Silver Outplacement Service Packages

\$1,699



Our Silver outplacement package includes everything from our Bronze service offering, with an addition of a video-based mock interview and a phone-based personal branding session. The Silver package is highly recommended for entry to mid-level employees and will equip your transitioning staff members with valuable learnings on communicating with impact and clarity, providing them with presentation skills in the best way possible to achieve their career goals.

Working 1:1 with a Certified Career Coach, the employee will receive everything in the Bronze package PLUS the following:

- Two tailored cover letters focusing on the candidate's target roles and emphasise their transferrable skills.
- 60-minute video-based mock interview session to prepare them for the next step in their application.
- 60-minute, phone-based personal branding and a rapport-building session focused on helping your employees develop their communication style and highlight their existing skill sets.

Complete career services with personal branding and networking strategies

Gold Outplacement Service Packages



\$2,499

Our Gold outplacement package includes everything from our Silver offering, with the addition of 12-months of virtual coaching support and a 30-minute LinkedIn strategy session. The Gold package is highly recommended for mid to executive-level employees or those who have had longer company tenure spanning 3 to 6 years and will assist your transitioning employees with more intensive career assistance, giving the candidate ample time to prepare and find the right opportunity to advance their careers.

Working 1:1 with a Certified Career Coach, the employee will receive everything in the Silver package PLUS the following:

- FIVE tailored cover letters.
- Key Selection Criteria underscoring their essential skills, knowledge, and attributes to perform a role effectively.
- 30-minute LinkedIn strategy coaching session focused on building professional presence and networking.
- 12-months of support from our Certified Career Coaches.

Comprehensive career services with personal branding, networking strategies, and active career support

Platinum Outplacement Service Packages



\$3,499

Our most comprehensive outplacement package, the Platinum offering includes all career services from our Gold package, including 5 x consultations with our Career Consultant.

Recommended for mid to executive level employees who have been in one company or organisation for more than 6 years. The Platinum package will provide your transitioning employees with a comprehensive end-to-end career coaching program, helping them find security and stability in the shortest time possible.

Platinum Outplacement Services Package inclusions: Everything in the Gold Package PLUS the following:

- Ten tailored cover letters focusing on the candidate's target roles and emphasise their transferrable skills.
- Five 30-minute fortnightly counselling sessions with our Career Coach.
- 12-months of virtual coaching support

The Perfect Resume Team's Promise

- ✓ Increase an exiting employee's chances of getting an interview from 2.6% (according to Seek) to 96% (based on The Perfect Resume's actual client data)
- ✓ Offer ongoing support to ensure your exiting employee feels 100% confident to apply for a new job and supported by your company
- ✓ Deliver services that are aligned to your company values





Thank you to the team at Perfect Resume. After having my resume updated, I applied for 3 roles, received 2 interviews and was offered both those positions! A far cry from receiving no interviews from several applications with my old resume! A very worthwhile investment and I am looking forward to commencing my new position as Production Supervisor.

[Show less](#)



Chris Watson



Amazing service, assisted in securing an amazing offer for a highly sought after role. Thank you again!



Rosie Hamilton

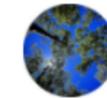


Mark Garratt



Melissa did a wonderful job in working with me to help me take a year 2000 resume and turn it into a polished document which suits 2020.

with that I have 3 interviews already, so I couldn't be happier



Deanne Dawes



I landed my dream job after seeking the help of Melissa and her team to review my resume and rewrite my cover letter. I absolutely believe it gave me the edge to get the interview, which allowed me the opportunity to sell myself and my skills. If you cannot get an interview, you have no chance of landing the job, which is where her expertise and experience come in. I cannot recommend Melissa's services enough, thank you again for all of your help!

What are our customers saying?

Would you like to learn more?



If you would like us to partner with you to support your staff member in the best way possible, please contact us:

1300 217 374

info@thepperfectresume.com.au