



SWANSTAFF



ABOUT US

www.swanstaffltd.co.uk

Over 100 Years of Recruitment Excellence At Swanstaff Ltd, we leverage over a century of unmatched experience in both temporary and permanent recruitment. We specialise in connecting top talent with outstanding opportunities across a range of industries, making us a trusted partner for businesses seeking exceptional staffing solutions.

Tailored Recruitment Solutions We understand that every business is unique. That's why our recruitment services are designed in close collaboration with our clients, ensuring they reflect your company's ethos, culture, and values. Our approach isn't "one size fits all"—it's a bespoke strategy tailored to meet your specific needs.

Flexible and Evolving Models Whether you require contract, temporary, permanent, or managed service solutions, our flexible approach allows us to adapt and evolve with your business, ensuring our models meet the changing demands of your industry.

Expertise that Drives Efficiency With deep market knowledge and a team of specialists, we deliver recruitment efficiencies that save you time and drive profitability. We help you focus on growing your business while we manage your staffing needs.

Your Trusted Recruitment Partner From localised services to comprehensive recruitment outsourcing, Swanstaff is the partner of choice for both private and public sector clients. Let us help you achieve your recruitment goals with tailored, efficient, and results-driven solutions.

Service Benefits



**Collaborative
Partnership**



**Legally
Compliant**



**Reduced
Hiring Time**



**Continuous
Improvement**



**Improved
Engagement**



Higher Profits

OUR SERVICES



SWANSTAFF

Tailored Recruitment Solutions for Your Business At Swanstaff, we provide tailored recruitment services to clients in both the public and private sectors, helping you attract the right talent to drive performance and achieve your business goals. Our flexible recruitment models are designed to adapt to the evolving needs of your organisation, offering temporary, permanent, and contract recruitment services.

Temporary Recruitment Solutions Our staffing solutions span various sectors, including Healthcare, Driving, Industrial, Commercial, Technical, Engineering and Hospitality. We deliver localised recruitment solutions, prioritising quality and responsiveness to our clients. Whilst our national temporary recruitment team, specialises in managing multi-site contracts and expanding into new markets, ensuring your staffing needs are met, wherever you are.

Permanent Recruitment Services

Our dedicated permanent recruitment team is committed to helping you find the best talent for long-term success. We offer nationwide coverage with specialist consultants who have expertise in a wide range of sectors, including:

- ◆ Healthcare
- ◆ Driving & Logistics
- ◆ Construction
- ◆ Office & Commercial
- ◆ Hospitality & Catering

Whether you're looking for short-term cover or permanent team members, Swanstaff is here to deliver the talent that moves your business forward.

As companies and employees increasingly seek flexibility, the demand for temporary workforces continues to grow. To address these evolving needs, we offer a distinctive **Master Vendor Solution** that stands apart from other models in the marketplace.

Our service design is shaped by your specific needs, offering flexible models that address your unique challenges and objectives. We simplify workforce management by handling all aspects of hiring and managing your contingent workforce under one seamless, innovative solution. By thoroughly reviewing your operations, we identify and eliminate inefficiencies, helping you save both time and money. We also offer dual-branded outsourced solutions, ensuring that your company's identity and employer brand remain prominent throughout the process.

Training Services

We provide our clients with access to workforce training at highly preferential rates. Through our partnership with specialist training providers, we offer a variety of courses, including:

- ◆ First Aid
- ◆ Risk Assessments
- ◆ Fire Safety
- ◆ COSHH
- ◆ Health & Safety
- ◆ Moving & Handling

In addition to general training, we deliver sector-specific Healthcare training, covering areas such as:

- ◆ Dementia Awareness
- ◆ Medication Awareness
- ◆ Challenging Behaviour
- ◆ Recording/Observation Skills

Our training services are designed to help your team stay compliant, skilled, and prepared for the challenges of their roles.

SERVICE HIGHLIGHTS

What you can expect from our service?



24/7 On call service managed by local branch staff



Rigorous recruitment & vetting checks for all staff



Professional In house training



Excellent Reputation



Regular opportunities for feedback



Ongoing staff supervisions



Friendly and experienced office support



Local expertise with national coverage

SWANSTAFF VALUES

Our Core Values set the standard for our client and customer care, as well as our internal employee relations. They under-pin all of our processes and performance reviews, we communicate our values to our temporary workforce who are expected to represent the values through their work.



Create opportunities

Allow people to create and share wealth. Recognise and reward great achievements. No 'mediocrity'



Believe that nothing is impossible

Believe there is always a solution to every challenge. Don't take 'no' for an answer. Question it. To give up is to fail.



Treat all with respect

Treat others with the highest standard of professionalism. Make people feel valued. No judgements.



Exceed expectation

Always go the extra mile. Be extraordinary. 'Wow' yourself and others. Average is not acceptable. Be the benchmark.

CANDIDATE CARE

Our candidates are the driving force behind your business—and ours! We prioritise their satisfaction and consistently go the extra mile to ensure they feel valued. This approach not only enhances candidate engagement but also builds long-term loyalty within our temporary workforce, helping you retain top talent and keep your business moving forward.



**A warm
Welcome**



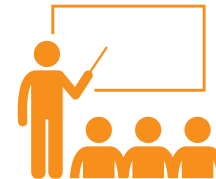
Awards



**Feedback
Opportunities**



**Birthday
Celebrated**



**Ongoing
Training**

HEALTHCARE RECRUITMENT

In the face of rising demands within the healthcare sector—ranging from skill shortages and regulatory challenges to spending caps—organisations increasingly require a flexible healthcare and nursing workforce to navigate change and deliver essential services.

At Swanstaff, we are committed to matching the right people with the right roles through strong partnerships and a deep understanding of our clients' needs, challenges, and expectations. Our specialist **Healthcare and Nursing Recruitment Teams** are dedicated to providing person-centered care, promoting independence and dignity for service users while addressing both their primary and complex needs.

We supply Healthcare staff to:

- ◆ Nursing Homes
- ◆ Residential Homes
- ◆ Schools
- ◆ Clinics
- ◆ Social Services
- ◆ Children's Homes
- ◆ Charities

We provide tailored care and support for a wide range of individuals, including:

- ◆ Older persons
- ◆ Children
- ◆ People with mental health challenges
- ◆ Individuals with physical and sensory impairments
- ◆ People with complex health conditions
- ◆ Individuals with life-changing injuries



Our services are designed to meet the unique needs of each group, ensuring compassionate and personalised care.

What our clients say about us...

"I am the business manager and have been working with Swanstaff for six months now. They were recommended to me by another one of our homes.

We are a 120 bedded home and we are currently using agency, we have a good relationship with the team (and) the communication is brilliant.

The team at Swanstaff provide a high standard of carers and nurses; they always send the same staff so that our residents do not see too many new faces."

Business Manager, Care Provider

HEALTHCARE TRAINING

We are committed to investing in the training of our healthcare staff to ensure they are fully equipped to provide the highest standards of care. All our healthcare candidates undergo comprehensive training, which includes:

- ◆ First Aid and Basic Life Support
- ◆ Manual Handling, including Hoist Awareness
- ◆ Health & Safety (including Fire Safety)

In addition to hands-on training, candidates complete courses covering:

- ◆ SOVA (Safeguarding of Vulnerable Adults)
- ◆ Medication Awareness
- ◆ Infection Control
- ◆ Safeguarding Children

This extensive training ensures that our candidates are well-prepared to meet the diverse needs of service users while maintaining the highest standards of care and compliance.

Additional Training and Support We are dedicated to supporting our candidates with a wide range of additional training to enhance their skills and ensure they deliver high-quality care. Our training offerings include:

- ◆ Risk Assessment
- ◆ Fire Safety
- ◆ Challenging Behaviour
- ◆ Food Safety and Hygiene
- ◆ Health and Safety
- ◆ First Aid (including Defibrillator training)
- ◆ Dementia Awareness
- ◆ SOVA Awareness (Safeguarding of Vulnerable Adults)
- ◆ Mental Capacity Act & Deprivation of Liberties
- ◆ COSHH Awareness (Control of Substances Hazardous to Health)
- ◆ Observation Skills for Carers
- ◆ Moving & Handling (including Hoists)
- ◆ Confidentiality Awareness
- ◆ Communication and Record Keeping
- ◆ Infection Control
- ◆ Duty of Care
- ◆ Person-Centred Care



**For enquires about our standard and bespoke training courses,
please contact us healthcare@swanstaffltd.co.uk 01322 743 200**

We look forward to assisting you with your training needs!



Typical Roles We Recruit For:
We specialise in recruiting for a variety of driving positions, including:

- ◆ Class 1 Drivers
- ◆ Class 2 Drivers
- ◆ 7.5T Drivers
- ◆ 3.5T Drivers
- ◆ ADR Drivers
- ◆ HIAB Operators
- ◆ Transporters
- ◆ Moffett Drivers
- ◆ Drivers' Mates

DRIVING RECRUITMENT

The UK Logistics Industry is currently facing a significant crisis, characterised by a shortage of new recruits, the loss of experienced drivers, and increasing legislative requirements. Through innovative sourcing and recruitment campaigns our driving division attract professional drivers in high-demand areas to meet fluctuating needs.

Our Driving Specialists are well-versed in the latest legislation, practices, and developments in the industry, providing our clients with invaluable insights and in-depth market knowledge. We understand the challenges our clients face and are committed to managing expectations effectively.

With a solid reputation built on our experience in both local and national recruitment solutions—on-site and off-site—we are well-equipped to meet the diverse needs of the logistics sector.

Our partnership approach to training has led to reduced costs and improved quality for our clients by utilising shared resources and offering Accredited CPC Assessment and Training Services.

We provide staffing solutions for Permanent, Temporary, and Contract Roles to meet the diverse needs of your business.

INDUSTRIAL RECRUITMENT

As organisations face the need for a flexible workforce to manage production fluctuations, it's essential to adapt quickly to meet deadlines effectively.

At Swanstaff, our industrial recruitment services are designed with a deep understanding of our clients' time-sensitive needs. We successfully support both local businesses and national brands in achieving their objectives.

Our expertise extends to high-volume contract delivery, including on-site management, where we offer Managed Service and Outsourced Recruitment Solutions for multiple sites. By collaborating closely with your teams, we can identify local demands and trends, delivering efficiencies through our partnership model.

We are proud to hold a **Gangmasters License**, ensuring our commitment to compliance and ethical recruitment practices.

Our dedicated team is committed to finding the right talent to meet your operational needs and help your business thrive.



We specialise in recruiting for Temporary, Contract, and Permanent roles in the industrial sector:

Typical Roles We Recruit For:

- ◆ Assembly Line Operatives
- ◆ Picking & Packing Operatives
- ◆ Forklift Truck Drivers
- ◆ Shift/Team Leaders
- ◆ Operations Managers
- ◆ Yard Operatives
- ◆ Warehouse Operatives
- ◆ Labourers
- ◆ Production Operatives
- ◆ Recycling and Refuse Operatives
- ◆ Supervisors
- ◆ Ground Workers

COMMERCIAL RECRUITMENT

At Swanstaff, we understand the critical importance of sourcing high-calibre office personnel who not only possess the necessary skills and experience but also fit seamlessly into your team culture.

We recruit across all office functions, from junior to senior levels. Our expertise includes roles such as:

- ◆ PA/EA/Secretarial
- ◆ Customer Service Executives
- ◆ Receptionists
- ◆ Administrative and Clerical Support
- ◆ Office Managers
- ◆ Operations Managers
- ◆ Senior Opportunities



We safeguard the brands of local, national, and global organisations through collaborative partnerships and the delivery of effective recruitment solutions. Our tailored methods not only meet our clients' individual objectives but consistently meet expectations.

Examples of Roles We Recruit For:

- ◆ Administrative Assistants
- ◆ Customer Service Representatives
- ◆ Data Entry Clerks
- ◆ HR Assistants/Advisors/Managers
- ◆ IT Roles
- ◆ Accountancy & Finance Roles
- ◆ Marketing & Creative Roles
- ◆ Sales Executives
- ◆ Personal Assistants
- ◆ Receptionists
- ◆ Office Managers

Our diverse recruitment capabilities ensure that we find the right talent to meet your business needs across various functions.

ENGINEERING AND TECHNICAL RECRUITMENT

Engineering and Technical Recruitment At Swanstaff, we understand the critical importance of sourcing skilled engineering and technical professionals who have the expertise and innovative mindset needed to drive your projects forward.

Our team is well-versed in the complexities and demands of the engineering sector, leveraging our extensive network and industry insights to connect you with top talent. We specialise in providing tailored recruitment solutions for Permanent, Temporary, and Contract roles, ensuring we meet your specific staffing needs.

With a focus on quality and efficiency, we are committed to supporting your business in achieving its engineering and technical objectives.



We recruit across a wide range of engineering disciplines and technical roles, including:

- ◆ Mechanical Engineers
- ◆ Electrical Engineers
- ◆ Civil Engineers
- ◆ Project Managers
- ◆ Quality Assurance Specialists
- ◆ Design Engineers
- ◆ Manufacturing Technicians
- ◆ Field Service Engineers
- ◆ CAD Technicians
- ◆ Environmental Engineers

COURSE LIST

Below is a selection of our standard training courses.
We can also customise courses to suit your specific needs.

Health and Safety courses

- ◆ Health and Safety Courses
- ◆ Manual Handling
- ◆ Health & Safety Level 1
- ◆ Health & Safety Level 2
- ◆ Health & Safety Awareness
- ◆ Fire Safety
- ◆ COSHH
- ◆ Food Safety and Hygiene

Courses for the Care Sector

- ◆ Care Sector Induction
- ◆ Moving and Positioning
- ◆ Advanced Moving and Positioning
- ◆ Diabetes Awareness
- ◆ Dementia Awareness
- ◆ Epilepsy Awareness
- ◆ Infection Control
- ◆ Medication Awareness
- ◆ Mental Capacity Act & Deprivation of Liberties
- ◆ Mental Health Disorders
- ◆ Basic Life Support for the Care Sector
- ◆ Nutrition and Hydration
- ◆ Stroke Awareness
- ◆ Parkinson's Awareness
- ◆ Person-Centred Care
- ◆ Safeguarding People
- ◆ Observation Skills
- ◆ Reporting and Confidentiality
- ◆ Communication Training
- ◆ Learning Disability and Autism Awareness

First Aid Courses

- ◆ First Aid & Basic Life Support
- ◆ First Aid at Work
- ◆ Emergency First Aid at Work
- ◆ Paediatric First Aid





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Contact Us



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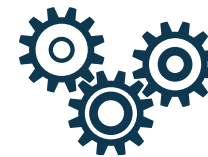
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Healthcare

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Industrial / Driving

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