

STAFFING
BROCHURE



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Every business today has specialized staffing needs, but finding the **right talent** can be a challenge— especially if you are looking for professionals with specific language skills.

Our team is fully prepared to take over the burden and deliver **the best results** in a timely and cost effective manner.

It's in our day-to-day activities, in how we treat our clients, in how we spot the challenges they're facing and we make them our challenges. **That's what makes us different!**

WHY

The language industry is not only broad and full of diversity, but also smoke and mirrors, which means that finding the right person for your team is not always an easy endeavor. With over 10 years of experience in providing language services - **we are your resource for recruiting translators, editors, engineers, project managers and more.**

WHAT

Drawing from our extensive global network of multilingual talent, **we will provide you with a short list of highly qualified candidates that fit your exact criteria.** All Virtual Staffing resources are directly employed by the company and work from our Operations Offices. They are supervised by the company to ensure they are working to the required levels and are completing 8 hours of work per day. We also have team leaders who can assist them should they require any support.

WHO

We only hire **the best resources who are specialists in their given field** to ensure we deliver the highest level of service to our clients. Our hiring process is very vigorous. Employees have to pass several specific tests and attend three separate interviews. When we hire our resources, they are continuously trained to learn new skills and keep up to date with any technological changes.

WHEN

Virtual Staffing employees can work either on US or European business hours, alongside your working day, making it much easier to stay in contact. This has often been one of the biggest drawbacks to outsourcing, where employers only have contact with their offshore Resources for a few hours per day. This is not the case with us. Also, each virtual resource will have a backup resource assigned by our company, to offer the needed 24/7 support.

2

Wouldn't it be great to have dedicated resources allocated to your projects without having to hire them permanently?

Don't you want to devote your major time on business development while we take care of the whole translation process?

Let itlocal take care of all your staffing needs while you can focus on developing your business!

we

...are a European company and, as a result, all contracts are governed by EU law. Therefore, **you are protected** should something go drastically wrong. If you wish to end your contract and no longer need a resource(s) all we require is a 30 days notice.

...have US/EU based account managers who work from our Operations Office in USA/Romania. Should you have any issues, they will escalate the issue with both a team leader and the respective resource. This is provided **free of charge**.

...have a large talent pool of linguists, therefore adding another resource to work alongside your current team is an effortless operation. There are no setup costs at all! We simply **invoice you at the end of the month** for the number of hours your resource has worked or we can agree on a lump sum for every month.

...eliminate the cultural issues that exist when outsourcing any kind of work. We know the standard of work US clients expect, and our resources deliver to that standard. **We guarantee for the work** undertaken by the resource(s) otherwise we will not charge you a single penny!

3

itlocal has the knowledge and global reach to provide you with talent of the highest calibre talent that fits your precise requirements in more than 100 languages – including English.

**Let's itLocalize
Knowledge Together!**

Human Resource Management

Considering your staffing requirements, we search through our extensive pool of highly skilled human resources to get you the best staffing selection with the most pertinent skill set.

Initial short listing

Our managers scrutinize the potential candidates from our network of experts, by conducting interviews, examining their technical knowledge and capabilities and administering language tests.

Centralizing the results

Each technical training takes into consideration the unique requirements of the Client and aims at highlighting the importance of forming professional employees on the language market.

Client Interviews

You receive the CVs of shortlisted candidates with our recommendation of the best match for your requirements. We also facilitate you with online interviews of the potential candidates, so that you are able to pick the desired candidate(s) for yourself.

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We give you the best opportunity to save money and receive the same quality you'd have if your entire team worked for you in-house - which is why we are your ideal resource!

Using our strategies, teams and ideas will help you complete your team without hiring someone in-house

Save between 100% to 200% the sum needed to pay for the salaries

Rate Comparison

	Rates per hour (Estimate)		Monthly cost saving
	Virtual Staffing	US Contract Rates	
Junior Resource	\$9	\$25	\$2560
Mid-Level Resource	\$12	\$40	\$6400
Senior Resource	\$16	\$50	\$8000

Annual Costs Comparison

		Junior Resource	Mid-Level Resource	Senior Resource	
Annual Costs for Resources	US Permanent Resource Costs/Annual	Salary/Annual	\$53 000	\$80 000	\$118 000
		National Insurance	\$2500	\$4250	\$6000
		Recruitment cost	\$5000	\$9000	\$12 500
		Hardware & Software	\$2000	\$2000	\$2000
		Minimum training Cost	\$2000	\$2000	\$2000
	Total Cost (US based resources)	\$64500	\$97 250	\$140 500	
Virtual Staffing Costs/Annual	Salary/Annual (Only Cost)	\$20 000	\$40 000	\$50 000	
Total Cost Saving/Annual		\$44 500	\$57 250	\$90 500	

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