



Inspect What You Expect

Auditing isn't just for financial or quality purposes. Any company or process can be audited. We firmly believe that all customers should audit their staffing company and we encourage ours to do just that. We want our customers to visit our offices and gain an understanding of what we do to support their requirements by matching actual hiring outcomes to established standards.

Job Requirement Standards

What does the job entail? What are the duties and responsibilities? What level of education is required? What experience and skills are needed? All are part of the job requirement standards we review with our customers using their job descriptions. During the audit we will compare the job descriptions with the actual applications. The results will illustrate that the standards we established are being met.

Hiring Process Standards

Here we require an applicant to fill out an application, complete one or more interviews, provide references and complete any pre-employment testing. We then check the references and any customer established education requirements. An audit will confirm whether documentation and reference forms are complete as well as verify consistency in background checks and drug testing.

Orientation Process Standards

Orientation to a customer's requirements and processes is critical to reducing turnover and ensuring our customer's satisfaction. An audit survey will gather data on the orientation process and the follow up by our office managers. It will also reveal the success of our efforts as well as the level of turnover.

New Hire Documentation

The Audit should include a review of new hire documentation according to state and federal law to ensure the company is in legal compliance with EEOC, USCIS, ILDHR and more.

Offices

We have 5 offices in the Chicago Area to serve your needs!

Bensenville
630.787.2700

Berwyn
708.484.1084

Aurora
630.264.1187

Glendale Heights
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