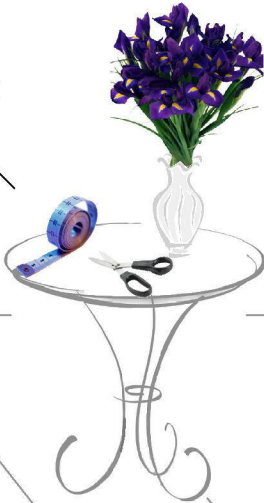


# *a boutique approach to staffing...*

1) Specialized  
Candidate  
Development



2) Tailored  
Recruiting  
Programs



4) eOffice &  
eTimesheet



4) Business  
Conduct  
Orientation  
& Courses

## What Makes Alta *boutique*:

- Customized Recruiting Strategy
- One-Point of Contact Philosophy
- Gold-standard level of benefits, technology, & service
- Certified Women-Owned Business (WBE)

## How We Work....

---



### 1) Specialized Candidate Development

- 3-5 Hour Behavioral-based Interview
- Career Consultation & Discovery
- Personality, Skill, and knowledge assessments



### 2) Tailored Recruiting Programs

- Client orientation, training, & assessments
- Targeted industry candidates



### 3) eOffice & eTimesheet

- Reporting, job orders, & candidates
- Submit & approve timesheets



### 4) Business Conduct Orientation & Courses

- Review of expectations, etiquette & CLM's
- Overview of Alta benefit package
- Complimentary development & skill courses

## Staffing Specialties

---

### EXECUTIVE SUPPORT

Executive Assistant  
Administrative Coordinator  
Office Manager

### FINANCIAL SUPPORT

Analyst  
Accounting  
Compliance  
Sales Assistant

### TECHNOLOGY

Application Development  
Help Desk Support  
Network Administrator  
Project Management

### CREATIVE & SALES

Account Management  
Client Service  
Copy Editing  
Development & Fundraising  
Marketing Support  
Sales Representative

### CLIENT/CUSTOMER SUPPORT

Case Management  
Collection Services  
Customer Service  
Data Processing  
Call Support

We work with clients to help them take advantage of the benefits of working with a certified WBE (Woman-Owned Business Enterprise) like [ALTASTAFF](#).

Did you know...

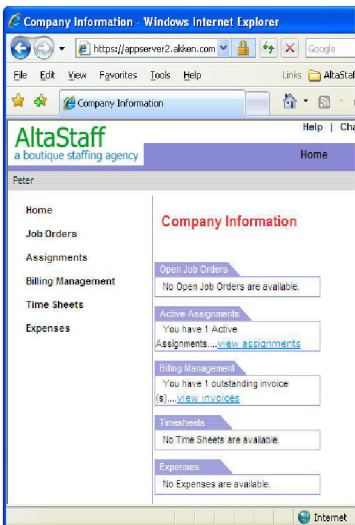
- Companies who partner with a WBE can gain access to proposals reserved for corporate diversity initiatives worth **\$200 Billion annually\***
- Fortune 500 buyers seek out organizations who count as diversity spend

\*<http://www.womenentrepreneur.com/column/1368.html>

## The Technology Advantage

---

Our clients and candidates ease their workflow with an accurate, real-time, 24/7 connection to our eOffice.



This unique technology provides our clients:

- Applicant Tracking
- eTimesheet Approval
- Downloadable Reporting in Excel
- Assignment History
- Program Management

## How Our Clients Benefit...

---

- **100%** retention for placements in 2007 & 2008
- **90-day** Unconditional Guarantee for DH & TTH
- **Woman-Owned Business (WBE)**
  - Certified with local and state agencies
- Database of over **500** screened, active associates
  - **94%** rated "**Excellent**" by supervisors
  - Exclusive candidate database: **81%** referrals
- Co-Employment risk reduction
  - Alta Medical & Dental Benefits
  - On-Site Management
- Eco-Friendly Office: Sustainability initiatives

ALTASTAFF - a boutique staffing agency

Executive | Financial | Technology | Sales | Customer Service

53 W Jackson Blvd, Suite 1028, Chicago, IL 60604

T: 312-408-9990 | F: 312-408-9991

[www.altastaff.com](http://www.altastaff.com)