

Team Support



Team Support

Team Support is an independent company offering temporary and permanent recruitment solutions to organisations across the UK, from Scotland to the South of England. Since 1989, we have built our reputation for providing a professional, friendly and high quality recruitment service.

All of our branches recruit for temporary, contract and permanent staff within our specialist industry sectors:

- **Logistics**
- **Driving**
- **Office Support**
- **Manufacturing**
- **Public Sector**
- **Catering**
- **Food Production**
- **Social Care**
- **Contact Centre**



Team Support provides a full range of recruitment solutions, from short term emergency staffing, to strategic flexible work forces and permanent team members.

Our clients come to us with a wide range of recruitment needs, from large scale recruitment drives to individual roles and 'hard to find' expertise.

We also have vast experience in managing on-site recruitment projects, including multi-site operations and TUPE transfer of workforces.

Our strict candidate vetting procedures include pre-screening, face to face interview, skills assessment and testing with thorough right to work and identity checks; skills assessment and testing can be specifically designed to suit each client. All qualifications and certifications are also verified at the time of interview, and for temporary and contract staff we obtain previous employment references.

We believe that by working in partnership with our clients we are able to provide a more efficient and intuitive recruitment service to suit your individual business needs. To find out how we can assist you with any of your recruitment requirements, please contact your nearest branch to speak to one of our team.





Logistics

For over 20 years, Team Support has accumulated a wealth of experience in recruiting temporary, contract and permanent staff within all areas of the Logistics and Transport sectors.

Our rigorous screening procedures mean that you will be supplied with the very best staff available, and every worker is given a comprehensive briefing regarding their assignment before they start.

Team support provides temporary, contract and permanent staff to our clients in the Logistics industry. Some of the most popular Logistics roles that we recruit for include:

- Forklift Drivers
- Goods In
- Stock Replenishers
- Load Planners
- Goods Out
- Order Pickers
- Despatch Staff
- General Warehousing
- Order Packers

Our rigorous candidate screening and selection processes can be tailored to include client specific skill testing and assessments, induction and briefing documents, qualifications verification, as well as standard right to work and identity checks. All of this combines to ensure that we always provide the right people for the job, first time, every time.

At Team Support we meet with all our clients prior to the start of our working relationship, to gain a greater understanding of your organisation and to establish your individual recruitment requirements.

Your dedicated Account Manager from our Logistics division will then ensure that all your requirements are met.



We know that in Logistics you work around the clock and so do we; we will respond to all your recruitment requests within 15 minutes, day or night.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Manufacturing

Manufacturers today have many challenges to overcome; trying to reduce overheads, coping with fluctuations in production levels and reduced project lead times.

Team Support has over 20 years experience in Manufacturing recruitment, supplying flexible and reliable workforces to meet fluctuating industry demands.

Driven by our determination to provide a recruitment service that continually matches fast changing market needs, we focus on creating strong partnership arrangements with our clients. This enables us to react rapidly to our clients' needs by linking staffing levels directly to business volumes or one-off projects as part of your business strategy.

Team Support has agreements with Manufacturers throughout the UK, delivering innovative recruitment solutions and offering value added benefits to single and multi-location clients. Our consultants maintain regular contact with our clients and always have a keen awareness of your market objectives, company ethos and job specifications.



Team Support provides a wide range of experienced candidates to support the Manufacturing process on a temporary, contract or permanent basis; from Production roles to Technically Qualified and Senior Management level. The specific sectors our clients operate in include:

- Electronics
- FMCG
- Packaging
- Food Production
- Materials
- Machinery & Tools
- Medical & Pharmaceuticals

All our candidates must complete our rigorous vetting procedure which includes a face to face interview, verification of right to work documents, employment reference checking, and skills testing.

By working in partnership with you, we remain focused on your key recruitment requirements, business processes and objectives.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Food Production

Team Support appreciates the constant challenges to increase yields, improve productivity and embrace efficiencies, along with increased regulatory controls and client compliance means the choice of recruitment partner has never been more critical.

Our Food Production Division has vast experience in delivering practical and successful staffing solutions to a variety of clients from Primary Producers to Food Processors and Food Production.

We work in partnership with our clients to devise recruitment strategies suited to the nature of your business, whether that be recruitment solutions to get your crop from the field to market, or a flexible recruitment approach to allow you to meet the needs of multiple retailers.

Our Recruitment Consultants can provide temporary, contract and permanent staff to respond to short-term emergency staffing requirements or more long-term strategic recruitment solutions. Our UK wide branch network also enables us to service our clients across multi-site operations.

All of our candidates complete our strict vetting process, including a face to face interview, verification of right to work documents, employment reference checking, skills assessments and Food Hygiene and Handling training.



We keep all documents electronically for security and to streamline the auditing process.

As well as our GLA Licence we are members of the ALP. This means that we have the most up-to-date knowledge of the policies and compliance systems that the Food Production sector requires, giving you the confidence that we can support your business recruitment solutions.

Team Support



Acton 020 8993 9933
Slough 01753 722 190
Stratford 020 8519 6622

Gillingham 01634 572 000
West Midlands 0121 523 1089
www.teamsupport.co.uk





Driving

Team Support's established Driving Division has organised the recruitment of high calibre drivers of all categories for our clients in the transport and logistics sectors since 1989.

Team Support understand the specific recruitment requirements of the Driving sector and have a nation wide network of local branches, ensuring we can provide qualified drivers with good local knowledge in your area. We recruit for temporary, contract and permanent positions, for long and short term assignments and for Drivers of all license categories.

Public Sector

- Refuse Vehicles
- Skips Driver
- Ro/Ro Drivers
- Scarab Drivers
- PTS Drivers

Local Delivery

- C1 Drivers
- HIAB Drivers
- 3.5t Couriers
- Moffet Drivers

National Distribution

- LGV 1 Drivers
- LGV 2 Drivers
- Shunters
- DR Drivers

We maintain a pool of skilled, experienced drivers so that our Driving Division can respond quickly to our clients needs, even at the eleventh hour. Our Drivers can provide you with help to overcome problems caused by holidays, illness and increased work loads and you can speak to one of our experienced Recruitment Consultants 24 hours a day, 7 days a week, 52 weeks a year.

All of our Driving candidates undergo a rigorous face-to-face screening process that includes a tachograph questionnaire, as well as answering a thorough medical questionnaire. We also verify all of our candidates' driving licenses through the DVLA, for your extra peace of mind.

Our knowledge of the marketplace enables us to work proactively on our clients' behalf; to anticipate peaks in demand and provide recruitment strategies to meet these requirements.



Team Support



Acton 020 8993 9933
Slough 01753 722 190
Stratford 020 8519 6622

Gillingham 01634 572 000
West Midlands 0121 523 1089
www.teamsupport.co.uk

 **margaret hodge**
recruitment


Recruitment &
Employment
Confederation


ALP
Association of Labour Providers



Public Sector

For over 20 years Team Support has been working closely with Local Authorities and specialist Local Authority contractors across the UK.

Working in partnership with these professional organisations, we provide robust and reliable, temporary, contract and permanent staffing solutions at all Local Authority levels.

Through consultation we devise organisational specific solutions that really deliver your visions and help you to realise a range of benefits including: improved efficiency, greater flexibility, cost savings, improved staff retention, and project specific initiatives.

Team Support provides staffing solutions across all Local Authority disciplines including:

Transport & Streets

- Highway, Byway & Road Maintenance
- Traffic & Parking
- Street Cleansing

Housing & Benefits

- Benefits Advice & Fraud
- Regeneration
- Planning
- Council Tax Services

Education

- Teaching Support
- Nursery Staff
- Administrative & Clerical Support

Environment

- Grounds Maintenance
- Health & Safety
- Waste Management & Recycling
- Pest Control
- Public Health & Environmental Protection

Social Services

- Community Care
- Social Work
- Criminal Justice
- Children & Families



We also provide administrative support staff to all Local Authority departments.

Our rigorous and audited candidate screening and selection processes can be tailored to include client specific skills testing and assessments, induction and briefing documents, as well as our standard right to work and identity checks. All of this combines to ensure that we always provide the right people for the job, first time, every time.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Social Care

Team Support's Social Care Division provides a specialist service designed to help you recruit Care and Support staff for today's modern care environment.

We understand your specialist recruitment needs and our Recruitment Consultants have a wealth of hands on experience.

All of our potential candidates are required to complete our rigorous screening process before they are sent out on any assignment, which includes a face to face interview, CRB check, right to work verification and training and qualification checks. We also require a minimum of 2 written employment references from all candidates.

Team Support can supply all of your temporary and permanent staffing requirements; ranging from emergency temporary cover and long term temporary contracts, through to a strategic permanent recruitment service, even placing entire Care and Support teams.

Examples of roles Team Support regularly recruit for in the Social Care sector are:

- Registered Care Home Managers
- Registered General Nurses
- All grades of Support Workers
- All grades of Care Assistants
- Nursery Assistants
- Residential Social Workers
- Shift leaders



At Team Support we meet with all our clients prior to the start of our working relationship, to gain a greater understanding of your organisation and to establish your individual recruitment requirements. This is especially important for our clients working in the Social Care industry.

Your dedicated Account Manager will then ensure that all your requirements are met, and because we know that in the Care profession you work around the clock, so do we. We will respond to all your recruitment requests within 15 minutes, day or night.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Office Support

For over 20 years Team Support's Office Support Division has delivered a truly personal and professional service to both clients and candidates.

We supply businesses across all industries with high quality personnel and staffing solutions, which has resulted in us building a reputation for delivering outstanding results.

Our Office Support Division recruits for permanent, contract and temporary positions, from Entry Level to Management and Executive roles. Our expertise covers a broad range of Office Support functions, including:

- Administration
- Accounts & Payroll
- Data Entry
- Human Resources
- IT
- Mail Room
- Marketing
- Procurement
- Reception
- Sales
- Secretarial & PA
- Supply Chain



Team Support works as a recruitment partner with our clients to ensure we understand your specific business objectives and select candidates who match not only the role, but the working culture of your organisation

Our state of the art assessment software allows us to test candidates' knowledge of specific software packages, including all Microsoft applications, and skills areas including word processing, data entry, accounting and payroll.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Catering

Team Support's Catering Division takes great pride in providing the highest calibre of temporary and permanent front of house and kitchen staff.

We work with some of the UK's largest special events organisers, as well as a string of prestigious hotels & restaurants. Our Recruitment Consultants have the knowledge and expertise to source the most suitable candidates available and provide you with a seamless recruitment service.

Team Support can supply all categories of temporary, contract and permanent front of house and kitchen staff, including:

Front of House Staff

- Head Waiters
- Silver Service Waiters
- Plate Waiters
- Food Service Assistants
- Bar Staff
- Cashiers
- Kiosk Staff

Kitchen Staff

- Head Chefs
- Sous Chefs
- Commis Chefs
- Chef de Parties
- Kitchen Assistants
- Kitchen Porters



All our candidates are required to complete our rigorous selection and screening process, including a face to face interview, right to work verification, completion of an industry Health and Hygiene questionnaire and any additional bespoke assessments relevant to the role.

Our network of branches open from 7.30am with our consultants ready and able to help with any Catering staff needs. For clients who have urgent requests, we provide 24 hour support with our out-of-hours service.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





Contact Centre

Team Support appreciates that our clients in the Contact Centre industry require focused, driven individuals who thrive under pressure and can demonstrate results.

Team Support's Contact Centre Division recruits for Contact Centres throughout the UK and can supply experienced candidates on a temporary, contract and permanent basis for all areas of Contact Centre operations, including:

- Inbound
- Outbound
- Business to Business
- Business to Customer
- Customer Service
- Telesales
- Cold Calling
- Team Leaders & Management

We have successful relationships with clients in the Automotive, Banking & Finance, Insurance, Telecoms, Travel and Energy sectors, as well as outsourced Contact Centres Recruitment Subcontractors.

Team Support understands the challenges of sourcing and retaining high quality Contact Centre staff. That is why our highly trained consultants assess candidates on the basis of their skills and their personal attributes, to ensure that they are matched with an organisation's specific requirements and working culture.



We meet with all our candidates in person to conduct our thorough pre-screening process, and our state-of-the-art assessment software allows us to test each candidate's skills specific to the role.

Team Support



Acton 020 8993 9933
 Slough 01753 722 190
 Stratford 020 8519 6622

Gillingham 01634 572 000
 West Midlands 0121 523 1089
www.teamsupport.co.uk





During the time I have worked with them, we have found Team Support to be extremely reliable in providing contract and permanent staff. It is reassuring to know that Team Support treat recruitment as an important issue for our company, and do not waste our time.



As a Manager, there are times when there are not enough hours in a day to meet the deadlines. However, since using Team Support, I am pleased to say this problem has been resolved for me.

With just one phone call my staffing problems are dealt with straight away, and I know that the workers arriving are of a high standard, need little support and will always give 100% at any task they are set. This is why we now only use Team Support for any staff required in any post.



Our Mission Statement

“To become the company of choice for clients, applicants and employees.”

“To be recognised as the best supplier of staff in every location and market sector that we operate in.”

“To observe and maintain the highest standards in all aspects of our organisation to enable us to build genuine partnerships with all our clients, applicants and employees.”

Team Support

Acton 020 8993 9933
acton@tss.uk.com

Slough 01753 722 190
slough@tss.uk.com

Stratford 020 8519 6622
stratford@tss.uk.com

Gillingham 01634 572 000
gillingham@tss.uk.com

West Midlands 0121 523 1089
tsm@tss.uk.com

www.teamsupport.co.uk

