**Home page (Induction )- Website**



JOBS - Login

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| **Header** |  |  |  |  |  |  |  |  |
| **Tabs** |  |  |  |  |  |  |  |  |
| **Home** | **About us -** | **Services-** | **Industry Practices -** | **Blog &** | **Contact** |  |

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|  | • | Prodigy | • | Leadership Hiring | • FMGC, Food & | **White** | **Us** |  |
|  | • | Introduction | • | Executive Search | Beverages | **Paper** |  |  |
|  |  VMV | • |  | • Dairy & Agriculture |  |  |  |
|  | • | Leadership | Mass Recruitment | • IT & Telecomputer |  |  |  |
|  | • | Team | • | Temporary & Contract | • Manufacturing |  |  |  |
|  | Why us | • | Staffing | • Logistics & |  |  |  |
|  | • | CSR | HR Consulting | Warehousing |  |  |  |
|  | • | Life at Prodigy | • | & Advisory | • Retail |  |  |  |
|  |  |  | HR Solution | • Oil &Gas |  |  |  |
|  |  |  | • | Manage Services | • Aviation |  |  |  |
|  |  |  |  |  | • Catering & Hospitality |  |  |  |
|  |  |  |  |  | • Construction & |  |  |  |
|  |  |  |  |  | Engineering Healthcare& Pharma |  |  |  |
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* **Talent Pool**
* **Achievements & Awards**
* **Client’s Testimonial ( Run Into a banner form)**
* **Global Presence**
* **Social media Presence - LinkedIn- Twitter - Facebook - Instagram**



**Chat Box Pop-up**

**Leadership Hiring:**

Prodigy is a leading executive search and selection company. We provide our clients with the most innovative executive search and selection methodologies, industry expertise and networking capabilities. Our services provide competitive advantage to clients through executive recruitment and high value human resource consultancy.

Recruitment of executives into career positions such as CEO, MD, CFO, CXO, or Professional Management Jobs is our specialty. Our highly developed and sophisticated executive search capability allows us to quickly identify the best individuals in the marketplace to match a specific set of defined core competencies. Apart from India, we globally cater to GCC, ASEAN & African Countries.

**Executive Search:**

Prodigy excels where others fail, so bring us your toughest recruiting challenges. We look forward to learning about your business and customizing the best solution to meet your specific needs. We believe in Quality over Quantity for Senior Executive recruiting.

Prodigy maintains a database of nearly 40000 highly qualified senior professionals at various top and middle management. This unique and powerful database, along with our extensive industry connections, provides the means for us to supply you with the best talent from around the globe.

**Challenging Searches:**

We understand that top performers are typically passive and can be challenging to recruit. Our staff of experienced recruiters utilizes industry best practices, innovative technologies, and expansive networks to contact the most coveted professionals in the marketplace. We have industry-experienced consultants who only carry out assignments within their field of expertise. We draw on a breadth of specialized recruitment knowledge unrivaled in the recruitment industry to provide you with service and advice of the highest quality.

**Shortlisting Procedures:**

**Requirement Profiling & Processing**

* Understand Client Requirement and Detailing & Understanding
* Requirement Profiling
* Internal Consultant Allocations & Teaming
* External Database, Headhunting & Internal Database

**Specification Check and Zeroing**

* Telephonic Interaction
* Personal Interaction (If required)
* In-depth Probe i.e. Technical Probe, Personality Probe, Behavioral Probe, Cognitive Probe
* Rejection of Unfit candidates
* Assessment of Fit candidates
* Profile Synopsis Development

**Client Validation Facilitation**

* Curriculum Vitae shortlisting
* Face-to-face interviews with finalists
* Prodigy manages communications and scheduling
* Prodigy re-qualifies candidate's motivation and drivers
* Counsel and advise on opportunity
* Finalist is chosen

**Offer Stage:**

* Prodigy works with client to develop an offer package compelling to both parties
* Offer presentation and acceptance
* Closure

**FOLLOW-UP & On boarding Process**:

* Prodigy ensures a smooth transition and on boarding for the new hire
* Ask about our generous guarantee
* Continued follow-up by Prodigy including On-Boarding

**Mass Recruitment**

Prodigy, within our more than over a decade of lucrative experience into International manpower resourcing has grown from one stand member to a multi-service operation, Providing services to almost all the GCC countries. Till today, Prodigy HRC has maintained its fame & status by retaining its quality services. It would not be exaggeration to note that this company has never compromised in providing quality services.

**Client Value Proposition**

1. Increases success probabilities based on source country market data
2. Recruitment
3. End to end solution handled through a single point of contact
4. Increase productivity through rapid fulfillment
5. Reducing your administrative cost
6. Reducing your recurring cost

**Mass Recruitment Sourcing Process –**

**Engagement Call with Hiring Manager:**

* reviewing the job requirements
* establishing success profiles
* understanding department structure and culture
* setting timing and communications protocols

**Candidate Sourcing:**

* building a specific sourcing plan to maximize all available sourcing channels
* executing the sourcing plan to identify prospective candidates

**Talent Assessment:**

* using various pre-screening responses or assessment results to assess candidates

**Behavioral Based In-depth Interview:**

* obtaining an accurate measure of past performance
* determining if the candidate possesses the desired characteristics / soft skills required

**Candidate Submission(s):**

* submitting candidates who have passed the assessment and interview step

**Client Interview Scheduling Activities:**

* managing scheduling and communication activities between the candidate and the hiring manager
* obtaining scheduling preferences
* assisting in developing and coordinating interview teams

**References/Verification Check:**

* confirmation of work history provided by candidate
* independent assessment of prior work performance

**Offer/Contract Management Activities:**

* preparing of the written offer letter or contract document
* handling verbal extension of the offer / contract
* any negotiation activities

**On-boarding activities:**

* New Hire Paperwork
* Equipment and System Access Requests
* Warm e-mails and calls to New Hire prior to First Day

**Temporary & Contract Staffing**

For those companies seeking to access talent and tweak their workforce as per their cyclical needs, we offer flexible, effective and short/long-term contract staffing solutions. With the help of core, well executed recruitment processes, we have access to an extensive database of skilled contractual workers available anytime.

With a dedicated division focused solely on contract staffing, we employ some of the most experienced staffing specialists in the industry to match the talent your teams need to impact your organization’s bottom line and future success.

**HRC-Pro by Prodigy Human Resource Consultant**

“Our Human Resource Consulting Service is a 12 months consulting project for SME business to implement the best HR practices”

Be it Organization design, PMS, Payroll and compliance's, SOP, Talent acquisition & management, Manpower development & Training, Exit & Attrition analysis etc., We cover every aspect of HR department.

**HRC- Pro is defined in to 6 divisions -**

**1- CONSULTANT MEETING**

**Consultant Mapping-**

 In HRC-PRO, We allot a team of consultant to our client within 15days of the consent signed. This team has 1Assistant Director Consultant who works on the SOW and two Principle Consultant, who execute the SOW and 1 Consultant, These will be working together with S.M.Es Team.

**SUBJECT METTER EXPERT (SMEs)-**

 In HRC- PRO, The consultant implements the SOW and the Subject Matter Expert (S.M.E.) as someone who has specialized knowledge and expertise in particular subject and has more than 10 years of experience in that particular area.

Which will implement - HR Generic | HR Performance Improvement Process(PMS) | HR Payrolls & Compliance's | Policies | Talent Equitation

**2- SOPE OF WORK(SOW)**

 HRC-PRO covers 6 specified areas, Which will be implemented in client’s business by our team of expertise.

Organizational Designing | PMS | Payroll & Compliance's |

**3-EMPLOYEE TRAINING & APPRAISALS**

 In HRC-PRO, We provide training once in a month and 12 times in an year on process and system introduced in the client’s business. We conduct appraisal every six month and 2 times in the year so that individual goals and organizational goals are reviewed timely.

**4-GROWTH MULTIPLICATION MEETING (GMM)**

 In HRC-PRO, We conduct an event where we provide a platform to the client who’ve registered themselves, To network and exchange resources with hundred of other entrepreneur from various industries.

**5**- **SPL AUDIT**

In HRC-PRO, We ensure efficient work practices in every aspects therefore we amplify best of HR practices with Standardized Process Lever in all the departments, Be it Sales, Finance, Operations And Procurement etc

**6- REVIEW**

 In HRC- PRO, We take a monthly review of our activities and SOW to ensure that we are certain about where the client’s business is heading. Every month we create a report sheet of all the activities and every six months we generate a Month Review Report(MRR)

**Striving Towards Continuous Success**

At Prodigy – we ensure all output is of the highest quality and accuracy. Our dedicated quality assurance team scrutinizes all processes, to certify that our robust quality standards are always being maintained.

A dedicated project manager is assigned to each client for the duration of their project to ensure quality standards are being maintained.

**We conduct our business under the philosophy of continuous learning and improvement. In today’s ever-changing business environment, it is crucial to remain flexible and be willing to adapt to new and different situations. At Prodigy, we encourage feedback from all clients and incorporate this into our processes, as a way of staying at the forefront of the industry.**

**Establish Goals**

**Improve Processes**

**Assess Performance**

**Attain Feedback**

Some support organizations become so absorbed in their own established processes that they lose sight of their clients’ needs. We institute Service Level Agreements (SLAs) prior to the launch of the project to provide us with a comprehensive understanding of the client’s desired outcome.

Prodigy maintains consistent communication with clients to promote transparency and ensure all requirements and SLAs are being completely fulfilled.

**HR Solutions**

Human resources department is one of the core parts of any company or organization. It should efficiently maximize the performance of employees for the benefit of the company's objectives and aims. The primary focus of any human resource department should thus be on the management of people.

In addition to providing a digital portal for storing, accessing, and processing information about employees, HR solutions can branch out beyond basic human resources to include functionality for payroll, talent management, time and attendance, business intelligence reporting, and many other sectors.

**Services at Prodigy**

**HR Services**

* Retained HR Services
* HR Support
* HR Knowledge Base
* International HR Support

**e-Learning & HR Compliance**

* HR Compliance
* Policy Acceptance
* e-Learning Courses

**Payroll Services**

* Payroll Services

**Recruitment**

* Interview Support
* HR Support
* Executive Search
* Jobs

**Employee Development**

* HR Skills
* People Development Skills

**Employee Benefits**

* Employee Assistance Program
* Medical Insurance
* Pension

**Managed Services**

Today’s business environment is synonymous with perpetual fluctuation, tight margins and stiff competition. Prodigy provides the means for organizations to achieve an advantage in their field, through information technology, business processes and services outsourcing.

Prodigy is an experienced and trusted Business Process Solutions Provider. Customized for the individual needs of a customer, our end-to-end services deliver optimum results to our clients, enabling them to strengthen their capabilities, streamline their operations, create better offerings for their end customers and focusing on their core competencies.

**OUR FOCUS**

Prodigy goal is to help transform client’s operations to improve overall performance, efficiency, customer loyalty and revenue. Our focus is on building long-term relationships with our clients. Prodigy aims to deliver innovative process and information technology efficient to all of our clients.

**OUR SERVICES DRIVE YOUR BUSINESS FORWARD**

**HR Outsourcing Services:**

* HR Support
* Background Screening.
* Payroll Services.
* Risk Management.
* Temporary Staffing.
* Employee Assistance/Counseling.
* Health Care Benefits.
* Performance Management.

**IT Outsourcing Services:**

* Software Application Development
* Web App Development
* Mobile App Development
* Cloud Application Development

**Back Office BPO Services:**

* Data Entry
* E- Catalog Management
* Data Mining
* Analytics/ Artificial Intelligence
* Orientation Training
* Industry Specific Training
* Technology Training

**Third party payroll management**

We can also take your existing manpower on our payroll & manage the payroll processing and all the statutory compliance on your behalf.