

Executive Search Outsourcing Proposal

Date: [Insert Date]

To: [Client's Name]

Company: [Client's Company Name]

Address: [Client's Address]

Dear [Client's Name],

We are pleased to present this proposal for executive search outsourcing services tailored to meet the needs of [Client's Company Name]. Our extensive experience in the industry enables us to identify and attract top-tier talent that aligns with your organizational goals.

Scope of Services

- Detailed job analysis and candidate profile development
- Comprehensive market mapping and talent sourcing
- Candidate screening and assessment
- Interview coordination and feedback collection
- Negotiation and offer management

Timeline

We anticipate that the executive search process will take approximately [Insert Timeline].

Investment

The total fee for our services will be [Insert Fee Structure]. This includes all aspects of the executive search process.

Conclusion

We believe that our partnership can significantly enhance your recruitment efforts and contribute to the long-term success of [Client's Company Name]. We look forward to the opportunity to work together.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]