

THE POWER OF FOUR

Welcome to the Mint Group.

We deliver high performance human resource solutions to a diverse range of organisations across multiple industry sectors.

To best facilitate the needs of our diverse client base, we've streamlined our service offerings into four divisions:

- Mint Training
- Mint Recruitment
- Mint Personnel
- Mint Consulting

a fresh approach to HR



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MINTTRAINING

Give your business the competitive edge with a Certified Training Program or Targeted Short Course from Mint

Mint Training is a Nationally Recognised Training Organisation that delivers Certified Training Programs and targeted short courses across a range of industry sectors. Our broad service sector focus is designed to improve the performance and productivity of your business.

As part of our commitment to providing holistic HR solutions, our Certified Training Programs can be specifically tailored to meet the exact needs of your organisation. Whether you're after a fully integrated staff training program, or prefer a targeted short course for select employees, we have the skills and professional integrity to make it happen.

Why choose us?

In addition to addressing critical areas of HR such as staff attraction, retention, and performance, Mint Training Programs provide your organisation with a sustainable, competitive advantage. Consider the benefits:

- **Increased profits**
Our Certified Training Programs improve your bottom line by increasing staff motivation, productivity and retention rates.

- **Return on investment (ROI)**
Generous funding initiatives from State and Federal Governments means that the financial returns of a Certified Training Program often far outweigh the initial delivery costs.*

- **Enhanced productivity and efficiency**
Training your employees not only increases staff productivity, it also improves workplace efficiency and reduces the risk of costly accidents and injuries.

- **Improved attraction and retention rates**
Certified Training is an important strategy in attracting and retaining quality staff. All Mint Training courses are designed to increase the job satisfaction and morale of your valuable employees.

- **Reduced payroll costs**
Mint's Certified Training Courses are a great way of reducing payroll costs. By streamlining your risk management obligations into a Certified Training Course, you can limit the incidence of workplace injuries, and take advantage of Workcover and Payroll tax exemptions.*

* Subject to eligibility



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Hospitality



Training and Assessment



Retail



Frontline Management



Transport & Logistics

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*this course is subject to registration and will only proceed once Mint Training is registered by the VRQA to deliver the course



MINTRECRUITMENT

Attract superior candidates with Mint's customised recruitment services

Mint Recruitment delivers customised executive and non-executive recruitment services to a wide range of industry sectors. From comprehensive shortlisting services through to tactical outplacement strategies, our flexible HR solutions are specifically designed to help you recruit, train, and transition staff in keeping with the unique requirements of your organisation.

EXECUTIVE RECRUITMENT

In today's global work environment, competition for leading industry professionals has never been so intense. At Mint Recruitment we deliver total recruitment solutions to a diverse range of local and international clients.

Our commitment to attracting only the highest quality candidates from around the world has kept us at the apex of human resource management. If you're seeking to fill an executive or non-executive role across multiple industry sectors, Mint Recruitment can tailor a recruitment solution for your organisation.

SHORTLISTING

Mint Recruitment's shortlisting service delivers quality, interview-ready candidates quickly and efficiently. Using a combination of online advertising and extensive employee database searching, we ensure that only the best quality applicants make it to the final shortlist stage. This means that the only thing left for you to do is meet the shortlisted candidates and make your selection.

Consider the advantages:

- **Save time**

We manage your entire advertising and shortlisting process, which means that the only thing left for you to do is meet the shortlisted candidates and make your selection.

- **Save money**

Our tailored shortlisting service eliminates the costs and frustrations traditionally associated with volume recruitment processes

- **Attract quality candidates**

Our appropriately targeted advertising and proficient industry experience means that the candidates who reach final shortlist stage are the best possible match for your organisation.



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Our flexible HR solutions are specifically designed to help you recruit and train staff

OUTPLACEMENT

Our customised outplacement and career transition program is specifically designed to help you and your employees manage workplace transitions that have occurred due to redundancies or mergers. As part of our service a senior consultant will work with you to define the optimum direction, focus and outcome for both your organisation and employees. Consider the benefits:

- **Communicate professionally**

Communicate messages to exiting staff in a sensitive and appropriate manner, thereby ensuring a positive career transition processes.

- **Maintain integrity**

Our outplacement services are designed to respect the integrity of exiting staff. This helps you maintain the professional standing of your organisation within both the workplace and the wider community.

- **Improve employee morale**

Outplacement services are proven to reduce the trauma of being laid-off. They also demonstrate your concern for your employee's welfare. This in turn, boosts the morale of the individual in transition, and also the employees remaining in your workforce.

- **Reduce the likelihood of legal problems**

Individuals who are offered outplacement services are more inclined to feel as though they have been treated fairly. Consequently, this reduces organisational liabilities in the traditionally costly areas of severance, unemployment, insurance and lawsuits.

- **Improve retention and recruitment**

Companies that demonstrate a strong commitment to the welfare of their employees find it easier to retain and recruit key talent.



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MINTPERSONNEL

Reduce labour costs with Mint's contract staffing solutions

At Mint Personnel, we deliver up to the minute, cost effective contract labour solutions to a diverse range of organisations and customer service sectors.

Using our specialised contract labour programs we actively recruit and train high quality staff to match the exact requirements of your organisation. What's more, our ongoing commitment to quality staffing solutions means the staff we deliver are highly motivated, customer-focused individuals who are ready to contribute to the success of your business from day one.

Whether you need top-up staff for an upcoming event, or require longer term contractual placements, we can provide you with a comprehensive range of staffing solutions. Outsourcing your labour requirements to Mint Personnel allows you to benefit from:

- **Well trained and efficient staff**
Our staff undertake nationally certified training courses, which can be tailored to match your organisation's unique labour requirements.
- **Access to our extensive staffing database**
Our database of trained and accredited contract staff is carefully assessed in order to select the best possible candidates for your workplace needs.
- **Ongoing employment in your business**
Aside from being specifically trained in the needs of your organisation, our personnel are committed to outstanding customer service and are available for employment in your business.



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SUPPLY OF CONTRACT LABOUR STAFF

RECRUITMENT AND SELECTION



- Mint recruits, inducts, trains and performance manages your dedicated pool of contract staff
- Mint select purely on possessing the right attitude, exceptional presentation and communication skills

TAILORED TRAINING PROGRAM



- Induction and training is tailored to your specific work environment, core values and business objectives
- The certified training program is designed to address staff attraction and retention, enhance employee skills and service standards
- On completion, a certified qualification is provided to support the on the job skills, knowledge and experience

PERFORMANCE MANAGEMENT



- Staff on location are supervised by our / your nominated representatives
- We manage all performance / HR issues and liabilities
- Mint's Operations Centre support your needs in a timely and responsive manner

YOU EMPLOY THEM IN YOUR BUSINESS

You have the option of employing customer service professionals upon completion of their certified training



MINTCONSULTING

Build sustainable competitive advantages through people

Understanding the unique selling points of your organisation and fostering a can-do attitude amongst your staff are crucial parts of your competitive advantage.

At Mint Consulting we support you in developing the capabilities and behaviours of the staff responsible for executing your business strategy, and foster their commitment to delivering superior customer value.

Using our comprehensive suite of products and services, we provide your company with a systematic and structured approach for implementing its long-term growth plan. From directing employees towards common goals, through to ensuring that you have the right people in the right positions, our superior consultancy services enable you to cope effectively with current and future economic challenges.

Our core services include:

- Supporting your organisation to develop and execute its strategies
- Building competitive advantages by fostering a workplace culture of shared goals
- Developing staff commitment and adaptability to change

“In today’s knowledge based economy a sustainable competitive advantage will be generated by the people and culture of your organisation.”

What’s more, by identifying your staff as the driving force behind your competitive advantage, our strategic consultancy service delivers the following benefits:

- **Improved workplace agility**
We empower your staff to efficiently cope with the constantly evolving challenges of a competitive marketplace.
- **Improved adaptability to marketplace change**
We ensure that your people are capable of adapting to change in a relaxed and professional manner.
- **Improved staff retention**
We enable collaborative workplace relationships by minimising workplace friction and conflict.
- **Improved productivity**
Our emphasis on retaining productive staff leads to improved efficiency and productivity.



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For more information on how Mint Group can help your organisation, please visit:

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