

About the company

PHOENIX is a dynamic international research agency connecting people, in other words headhunter. The company was established in 2001, and today works in the executive search industry with selected corporate recruitment offices globally. Core Services the company provides are:

1. Desk research/ Target listing
2. Identification
3. Direct Approach
4. Organizational Mapping/ Company structure

Desk research includes listing on-target companies for further investigation on potential candidates. Identification implies spotting relevant people during the search using internet sources such as LinkedIn or just calling in to the chosen companies. Phoenix Identification unlocks complex structures and reporting lines with methodology & order thanks to vast industry, market and functional expertise. Direct approach means having a short conversation with candidates through phone in order to select the most relevant ones. Their Direct Approach employs professional, intelligent & confidential contact with candidates and regular & informative reporting to the client.

Phoenix organization structure consists out of 2 groups: ID team and DA team. Tasks of the first group are to make identification and call to the companies, while tasks of the second group are to interview potential candidates through short conversation. Due to huge workload of assignments and limited amount of people, each worker does identification as well as direct approach. For every assignment there is assigned Project Manager who is responsible for tracking the progress, completion of the whole project and sending it out to a client. Two times per week meetings are held with all members of Phoenix Executive team. Due to distance working of few employees and flexible schedule of working hours meetings are hold through Google Hangout during which all the assignments and problems related are discussed. Because some employees work from home, integration activities and team building are of a high importance to keep the integrity feeling. Weekly virtual meetings, yoga classes in the morning, going out for lunch once a month helps to communicate better and being up-to date with on-going issues. Competitive advantage of the company is their open minded approach, international team (7 different nationalities out of 9 workers), cooperation with other

agencies within the sector, global experience in term of assignments, unique services and client satisfaction approach.

Main clients of Phoenix Executive are national executive search firms or companies directly. They cooperate with other agencies internationally such as Boyden France and Russell Reynolds which are one of the most known executive search agencies worldwide. Apart from executive search agencies as main clients, Phoenix Executive established direct working connections with large companies such as Cargill and McKinsey which support reliability and goodwill of the company.

My personal contribution

As being new in the firm, I went through the trainings first with each member of the team and was briefed about current assignments and work on daily basis. Second step was listing target companies in necessary sector in order to start looking for potential candidates for one of the projects. Most of the time my responsibilities included assisting to Identification team and calling in to the companies and bio-identification (internet based only). I was also trained for interviewing candidates through phone.

In matter of internship impact on my professional development I learned a lot about executive search as in theory so in practice, studied different types of industries, companies and their organizational structure and using company's software – Encore - for managing assignments and storing all the acquired data about candidates and companies. I have been involved in projects in construction, chemical, machinery, cosmetics, retail, finance, oil and gas sectors. This internship opened for me another side of the business and more opportunities in future, gave confidence and new connections.

From my side main profits gained include :

- Professional experience which is important at the beginning of the professional career after studies,
- Completed Study Plan at university,
- Knowledge about headhunters' business,
- Improvement of Dutch language as the company agreed to pay private classes with Dutch teacher,

- Working in a company based in capital of Europe, Brussels, gives more possibilities in future to find a job in the city,
- work in friendly social environment among professional and empathetic people.

In general, I must say I enjoyed my internship and recommend phoenix executive for future students interested in the human resources sector.