



- Cover
- Introduction
- Who we are
- Our Team**
- How can we help?
- Client Fee Agreement
- Our Agreement

Cover



RecruitsLab

# Recruits Lab Proposal

Integrity | Relationship | Performance

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DiversyFund, Inc.  
DiversyFund, Inc.

One Time  
USD \$0.00



Proposal History

**Recruits Lab**  
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**DiversyFund, Inc.**  
Delivered on: August 08, 2023  
Submitted by: Darren Nelson

Introduction



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Proposal History

Dear Craig,

At Recruits Lab, we understand the importance of finding and retaining top talent for your organization. Whether you need to fill a temporary, permanent, or specialized position, we have the resources and expertise to help you succeed.

Our comprehensive recruitment system, stringent screening process, and full onboarding services ensure that you get the right person for the right role. We have a wide and diverse network of candidates to choose from, and we're connected to the top employers and professional associations in your industry.

Outsourcing your recruitment needs to us allows you to focus on what you do best - growing your business. Our team of experts will handle the recruitment

process, saving you valuable time and resources.

This proposal outlines the full range of staffing services offered by Recruits Lab. We would be happy to discuss your specific needs in more detail.

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## Recruits Lab

### Who we are



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## Who we are

At Recruits Lab, we have a wealth of experience in the staffing industry and understand the importance of finding the right talent for your organization.

We offer a full range of recruitment, screening, and onboarding services to suit your temporary, permanent, or full-time employment needs.

Our pool of professional candidates possesses a diverse set of skills across various industries such as software, technology, media, accounting, finance, engineering, creative design, and healthcare, allowing us to cater to your specific needs.

We pride ourselves on working in close partnership with our clients, aligning ourselves with the management team, hiring managers, or HR department to fully understand and cater to your requirements, in order to increase capacity and maximize your hiring budget.

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### Our Team





**Darren Nelson**

— Director of Talent Acquisition

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## Your Recruits Lab Representative

Darren is experienced in developing and executing recruiting plans within both agency and in-house settings. Manage all phases of full-cycle recruiting, from initial sourcing and screening through offer negotiations placement, and onboarding. He can creatively source high-caliber candidates by leveraging recruiting software, social media, and employee referrals.

Darren brings a wealth of experience in developing and executing recruiting plans for both agency and in-house settings. He expertly manages all phases of full-cycle recruiting, from initial sourcing and screening, to offer negotiations, placement, and onboarding. Darren is known for his ability to creatively source high-caliber candidates, by utilizing advanced recruiting software, social media, and employee referrals. His ability to identify top talent, and match them with the right role, is a key factor in his success.

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## How can we help?

Recruits Lab offers a comprehensive suite of human resource and recruitment services to meet the diverse needs of our clients.

**Temporary Staffing:** Our flexible temporary staffing solutions allow you to meet the demands of busy times while maintaining control over your budget. Whether your business is seasonal or you have special projects that require additional staff, our well-qualified pool of temporary employees is ready to hit the ground running. We handle all aspects of payroll, onboarding, and performance management, giving you peace of mind.

**Temporary to Hire:** Our temporary-to-hire program allows you to test-drive a pre-screened candidate before making a permanent commitment. We handle the payroll, and at the end of the probationary period, if the fit is good, the employee becomes yours. If not, we're happy to provide you with another suitable candidate.

**Permanent Staffing:** Our meticulous recruitment process includes getting to know your corporate culture and matching that with the most current labor market information. Our screening, interview, testing, and negotiation process takes the guesswork out of finding the perfect candidate. Once you've selected your new employee, we'll guide you through the negotiation and hiring process using our in-

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highly skilled and experienced contract employees. With our years of experience and broad network of contacts, we can draw from the best and brightest in the region to meet your specific needs.



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provisional retention of the Company, including the provision of candidate

Provisions:

For any position filled at the Company or any of its divisions or subsidiaries with a candidate sourced by the Agency, the following fee schedule will be used to determine payment:

- A fee of 20% of the base salary for all positions
- A non-refundable retainer fee of \$0 will be required as an advance on future services to be provided and will be applied to the first hire made.

The Agency acknowledges that the Company may use additional means to recruit candidates, such as advertising or other recruiting agencies. In this case, the Agency will earn a fee if the referred candidate meets the following criteria:

- The candidate is submitted to the Company in writing (including a confirmed receipt email) prior to the Company identifying the candidate through other means. The Company has up until an offer is extended to the candidate to determine this.
- The candidate is hired by the Company within twelve (12) months of such submission.
- The candidate remains in the position for at least 90 days from the start date. If not, the Agency will provide a replacement candidate for that position at no cost to the Company.

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charge. The Agency reserves the right to use any means of collection available under applicable law to collect any unpaid amounts.

By signing this agreement, the Agency agrees not to directly or indirectly solicit or recruit any Company employees, including those placed by the Agency, for employment with any other person or entity until written notice of termination of the agreement.



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automatically renewed unless either party terminates the agreement. All candidate introductions will remain valid from the date of introduction, and recruitment fees will be due as per the terms outlined in this agreement.

The Agency will comply with all Equal Employment Opportunity laws and regulations and will refer candidates to the Company without regard to race, gender, national origin, religion, disability, age, or any other grounds protected by applicable state, local, or federal laws. The Agency is an independent contractor, and no employment or other relationship is created between the Agency and the Company as a result of this Agreement. The Agency will not provide any information to candidates that have not been expressly approved by the Company.

This agreement shall be deemed to have been entered into in New York County, New York. Its terms shall be interpreted in accordance with New York Law. Any controversies, claims, and any actions to enforce its terms shall be brought in a court of competent jurisdiction in New York County, New York.

The party seeking enforcement shall be entitled to an award of all reasonable costs, fees, and expenses, including reasonable attorney's fees, to be paid by the party against whom enforcement is ordered. Continued performance of obligations during the pendency of dispute resolution proceedings is required. Neither party shall institute a proceeding hereunder until that party has furnished to the other party, by both registered mail and email, at least thirty (30) days prior written notice of its intent to do so.

The terms of this Agreement represent the entire agreement between the Agency and the Company and supersede all prior oral or written agreements and understandings that

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### Our Agreement



## Our agreement

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At Recruits Lab, we pride ourselves on being able to handle any staffing challenge that comes our way. Whether you need assistance with a single position or are looking to scale your entire workforce, we're here to help. We're confident that our proposal will provide the solution you need, and we're excited to partner with you to achieve your recruitment goals. To confirm your acceptance of our proposal, please sign in the designated space below.

Darren Nelson  
Recruits Lab  
August 10, 2023

Craig Cecilio  
DiversyFund, Inc.  
August 10, 2023

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