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HEADMATCH

HEADMATCH – YOUR HEAD IS OUR JOB.

HEADMATCH, YOUR BERLIN HEADHUNTER.

Since its founding in 2010, we have grown to nearly 40 employees and a global network of 80,000 qualified professionals and executives. For us recruiting means a „people business“, meeting our clients and candidates personally and being active on all channels. Headhunting, a direct approach and a strong digital presence, coupled with a close network of 10,000 contacts on the corporate side guarantee you the right candidate as well as the right job on the Berlin market. Use our local expertise and international networking to focus on your core business.





An important part of the successful concept of Headmatch is the functional orientation of our team in different divisions. Our recruitment consultants support companies with valuable specialist and industry knowledge, an international network and local market knowledge, thereby offering real added value in terms of quality and number of candidates in each segment.

Dividing Headmatch into divisions allows us to respond individually and accurately to the complex requirements of a wide variety of industries. In addition to recruiting for specific positions, we evaluate all the characteristics of suitable candidates according to the desired overall profiles of our clients. Headmatch therefore acquires a personal impression of all applicants: We make sure that we understand what defines each applicant and what his or her goals are, and in part complement these results with a computer-aided potential analysis. Only then will it be decided which position the candidate is eligible for. This guarantees a high level of satisfaction and sustainability of employment relationships on both the applicant and customer side.

Our DIVISIONS:

Finance & Accounting

Sales

Marketing

Engineering & Procurement

Human Resources

Information Technology

Property & Construction

Legal

DIVISION

FINANCE & ACCOUNTING.

Specialists and executives in the finance sector who are familiar with risk and process management and possesses a high level of subject-specific method and problem-solving skills are today more than ever an essential prerequisite for entrepreneurial success, regardless of any particular focus on accounting, controlling, tax, treasury, risk management or internal auditing. As a recruitment agency, we have all the relevant positions in Finance & Accounting: from CFO to Accounting and Financial Accountant, from Finance Manager to Controller. Based on our many years of experience, our international network, coupled with our local market knowledge, we can promise that we already know the financial candidates you need.



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EXAMPLE POSITIONS.

CFO (m/w/d)

Kaufmännischer Leiter (m/w/d)

Leiter Treasury (m/w/d)

Leiter Steuern (m/w/d)

Leiter Rechnungswesen (m/w/d)

Steuerreferent/ Tax Manager (m/w/d)

Treasurer/ Bilanzbuchhalter (m/w/d)

Senior Controller (m/w/d)

(Financial-) Controller (m/w/d)

Leiter Controlling (m/w/d)

Finance Manager (m/w/d)

Finanzbuchhalter (m/w/d)

Debitoren-/ Kreditorenbuchhalter (m/w/d)

Referent (Konzern-) Rechnungswesen (m/w/d)

Junior Controller/ Financial Analyst (m/w/d)

Group Accountant (m/w/d)

DIVISION

SALES.

Finding good salespeople entails a particular complexity, as classical selection criteria such as grades, degrees or a professional career are less valid than in other occupations. Since people only buy from people, this component is increasingly coming to the fore and it is important to find employees with the right personality. Added to this is the complexity of sales: direct, indirect, B2C, B2B, cold acquisition or just existing customer support? A network, products, or rather sell solutions?

To ensure sustainable recruitment in this challenging environment, we use a neutral approach to sales recruitment: we do not recruit for a particular sales position, but try to get a general idea of the sales candidates. We try to understand what defines the candidate, which goals he has, and especially what he does not want to do, and in some cases supplement these results with a computer-aided potential analysis. This guarantees better satisfaction and sustainability on both the applicant and customer side, as only suitable candidates are presented, thus saving time and frustration on both sides.

EXAMPLE POSITIONS.

CSO (m/w/d)	Gebietsverkaufsleiter (m/w/d)
Geschäftsführer Vertrieb (m/w/d)	Bezirksleiter (m/w/d)
Sales Director (m/w/d)	Sales Manager (m/w/d)
Teamlead Sales (m/w/d)	Customer Success Manager (m/w/d)
Head of Contact Center (m/w/d)	Presales Manager (m/w/d)
Channel Manager (m/w/d)	Sales Analyst (m/w/d)
Key Account Manager (m/w/d)	Area Store Manager (m/w/d)
Business Development Manager (m/w/d)	Cloud Solution Architect (m/w/d)



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DIVISION MARKETING.

The field of marketing has become considerably more complex due to digital evolution. Advertising budgets are shifting more and more from classic channels to mobile and online marketing. In the digital environment the job profiles that are in demand also depend on technological development: there are a multitude of technologies and design options that must be mastered by the respective candidates. Since the trends are very fast moving, the Marketers always stay up to date and are therefore increasingly forced to specialise. And it is precisely these specialists that are few and far between in this rapidly expanding market. No matter whether you are looking for marketing directors, online marketing experts, product managers, PR managers, graphic designers or e-commerce specialists, you can count on us as a recruitment agency who already knows the appropriate specialists and executives before you hire us. In this way, we can propose short-term candidates for vacant marketing positions and thus help you to fill vacancies with a suitable service provider.



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EXAMPLE POSITIONS.

CMO (m/w/d)

Geschäftsführer Marketing (m/w/d)

Marketing Director (m/w/d)

Head of Online Marketing (m/w/d)

Head of Product Management (m/w/d)

E-Commerce Manager (m/w/d)

Online Marketing Manager (m/w/d)

Produktmanager (m/w/d)

Marketing Manager (m/w/d)

SEO Manager (m/w/d)

Affiliate Manager (m/w/d)

Marketing Analyst (m/w/d)

CRM Manager (m/w/d)

Projektleiter Customer Journey (m/w/d)

DIVISION ENGINEERING & PROCUREMENT.

Germany as an industrial nation thrives on its high innovative strength and is a global benchmark for engineering. However, this status is no longer taken for granted in times of digitalization and the Internet of Things. In order not only to keep standards, but to continue to set them, engineers, technicians and buyers must be trained and recruited at a rapid pace. They must have solutions to an ongoing list that often decide whether or not a company is successful: from purchasing, the economic viability of the machines to the reduction of emissions to product optimisation in order to make them safer, lighter, smaller, more flexible and to integrate them digitally, etc. The requirements for companies and candidates could be more complex. Finding those who are technically up-to-date, mastering all methods and bringing in the necessary commitment in an already narrow candidate market is the big challenge. Not to mention the interpersonal factors, the salary, and the right location. Our recruiters and consultants have a technical background and can support you quickly and effectively.

EXAMPLE POSITIONS.

Werks- und Produktionsleiter (m/w/d)

Projektmanager (m/w/d)

Fertigungstechniker (m/w/d)

Verfahrenstechniker (m/w/d)

Prozessmanager (m/w/d)

Instandhaltungsingenieur (m/w/d)

Projektmanager E-Technik (m/w/d)

Leiter Qualitätsmanagement (m/w/d)

Qualitätsmanager (m/w/d)

Energiemanager (m/w/d)

Materialwissenschaftler (m/w/d)

Ingenieure der Arbeitssicherheit (m/w/d)

Servicetechniker/Vertriebsingenieure (m/w/d)

Leiter Einkauf (m/w/d)

Einkäufer (m/w/d)

Supply Chain Manager (m/w/d)

HSE Manager (m/w/d)

Bereichsleiter E-Mobility (m/w/d)



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DIVISION

HUMAN RESOURCES.

Success factor HR management. Human Resources is a significant division. This is where decisions are made that represent a long-term basis for the success of a company, especially when it comes to the sustainable performance and competitiveness of the company. Strategic thinking and action, while not losing sight of the traction and quality of HR work, is the balancing act HR departments have to manage to meet all requirements.

Our recruiters and consultants come from the HR area and can support you quickly and effectively, regardless of whether you are looking for HR Business Partners, HR Managers, Speakers Payroll Experts, Payroll Specialists, HR Development Leaders, HR Officers or Recruiters. We ensure an ongoing recruitment process and thus we already know the appropriate specialist and manager before you commission us.



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EXAMPLE POSITIONS.

CHRO (m/w/d)

Personalleiter/HR Director (m/w/d)

Teamleiter Lohn- und Gehaltsabrechnung (m/w/d)

Referent Arbeitsrecht (m/w/d)

HR Business Partner (m/w/d)

Referent Personalentwicklung (m/w/d)

HR Manager (m/w/d)

Personalreferent (m/w/d)

Senior Recruiter (m/w/d)

Recruiter (m/w/d)

Personalcontroller (m/w/d)

Payroll Administrator (m/w/d)

DIVISION INFORMATION TECHNOLOGY.

Software is „eating“ the world. Digitalisation is not only turning business models upside down, it also requires new thinking. Companies are therefore urgently required to develop the right „spirit“. The digital transformation currently affecting every industry is redefining the rules of the economy and not only for HR decision makers. Industry boundaries are dissolving and allowing new competitors to enter the scene in the shortest possible time. The advancement of computer science into almost all areas of work and life goes hand in hand with the dramatically growing demand for specialists and executives in a wide variety of IT disciplines. Whether you're looking for an IT Consultant, Application Developer, IT Security Manager, Software Architect, SAP Consultant, Web Designer, Scrum Master, Software Tester, or AI Specialist, you can count on our recruiter to already know the right specialist – and executives before you assign us.



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EXAMPLE POSITIONS.

CTO (m/w/d)

Leiter IT (m/w/d)

IT-Manager (m/w/d)

SAP Consultant (m/w/d)

ERP Manager (m/w/d)

Software Developer (m/w/d)

Software Architekt (m/w/d)

System-& Netzwerkadministrator (m/w/d)

Web Developer (m/w/d)

Database Developer (m/w/d)

Machine Learning Engineer (m/w/d)

Cyber Security Manager (m/w/d)

Business Intelligence Manager (m/w/d)

Solution Architect (m/w/d)

DIVISION

PROPERTY & CONSTRUCTION.

The trend towards specialisation in building construction and civil engineering is continuing, and the complexity in the real estate sector and in plant construction is increasing, permanently. The successful implementation of projects in this financially intensive industry is therefore crucially dependent on the competence of the responsible specialists and executives. We have an international network and know the local market. Regardless of whether you are looking for suitable Calculators, Site Managers, Civil Engineers, Project Managers, TGA Engineers, Site Supervisors or Real Estate Managers, you can be sure that we already know the right people before you hire us. As a recruitment agency, we can propose candidates for vacancies on short notice and help fill vacancies with a suitable top performer.



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EXAMPLE POSITIONS.

Property Manager (m/w/d)

Asset Manager (m/w/d)

Portfolio Manager (m/w/d)

Fund Manager Real Estate (m/w/d)

Architekten (m/w/d)

Projektleitung Bau und Immobilien (m/w/d)

Leiter Technik (m/w/d)

Facility Manager (m/w/d)

Transaction Manager - Real Estate (m/w/d)

Risk Manager - Real Estate (m/w/d)

DIVISION LEGAL.

Our Legal & Compliance consultants specialise in providing highly qualified legal professionals. Our team includes experienced recruiters who bring with them expertise in this area before joining our company. We know how important it is to find the right person for a specific job. That's why we make sure that we are always up to date with constantly changing laws, trends and market standards. Our headhunters are always at the pulse of the industry. That's why they bring with them the necessary know-how to be able to fulfill every order precisely. With great commitment, our consultants look for qualified candidates for all positions in the area of Legal & Compliance. Among other things, we fill commercial lawyers, contract experts, specialist tax lawyers or, for example, copyright lawyers in an ongoing recruitment process. That's why we already know the legal experts you'll need tomorrow.



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EXAMPLE POSITIONS.

Wirtschaftsjuristen (m/w/d)

Vertragsexperten (m/w/d)

Fachanwälte für Steuerrecht (m/w/d)

Berater für Urheberrechte (m/w/d)

Syndikusanwalt (m/w/d)

Legal Counsel Data Privacy Law (m/w/d)

Compliance Manager (m/w/d)

Leiter Vertragsmanagement (m/w/d)

Kanzleimanager (m/w/d)

Volljurist Gesellschaftsrecht (m/w/d)

OUR CONSULTING PROCESS.

1 | IDENTIFICATION

Direct contact, headhunting with a target company list, database search & networking, targeted social media campaigns

2 | PRESELECTION

First contact telephone interview, afterwards invitation to a personal interview

3 | FINAL SELECTION

Professional aptitude test, personal aptitude test, analysis of readiness for change, assessment of references, overall assessment

4 | PRESENTATION

Presentation of the top candidates, afterwards prioritisation by the customer and invitation of the applicant

5 | CLIENT INTERVIEWS

On request, support of interviews with the client, consultation and coordination in the entire recruitment process, optional „second opinion“ by our aptitude diagnostics

6 | HIRING

Accompaniment of the bidding phase, accompaniment of the setting

APTITUDE DIAGNOSTICS.

The successful filling of a vacancy by a new employee regularly presents companies with numerous challenges. On the one hand, a lot of time and money have to be invested in the recruiting process which are valuable resources not always available day-to-day business operations. On the other hand, despite the extensive evaluation of professional qualifications and face-to-face interviews, there is always a residual risk, so that the possibility of a miscast can never be completely ruled out.

Even with perfect recruiting and onboarding in a company, such wrong decisions cannot be completely avoided because particularly underlying, often personality-induced characteristics only become apparent weeks or months after the hiring. In addition to the costs of filling a new post, losses in productivity or even customers can result from the miscast to date. In order to significantly reduce the chances of a costly miscast the correct procedure for selecting a suitable specialist or manager is crucial in advance.

It has been proven that qualifications related to the candidate are a decisive factor for a successful career and the attainment of new career prospects. However, the personal qualities of the applicant also play a vital role in the placement of specialists and executives, and thus is clearly underestimated by many employers to this day.

At Headmatch, thanks to our partner network and in-house professionals qualified in business psychology, we have the opportunity to conduct a comprehensive and professional aptitude test for all vacancies and candidates during the recruitment process. The aim of our aptitude diagnostics is the recording of competencies and behavioural tendencies from which conclusions can be drawn on professional qualifications. Within the framework of our personnel consulting, this process is an essential part of the recruitment optimisation.

Our employees provide you with support in the development of a requirement profile, whereby the accuracy of their suitability your company strategy and values are considered. In doing so, we can draw on the experience of several thousand profiles with our partner from Better HR. The personality traits are eventually collected through a comprehensive personality test (duration 45 min) of potentially matched candidates.

The test procedure will be conducted online and thus offers a flexible use for the candidate. We will of course continuously take into account the urgency of your position in the entire process of aptitude diagnostics.

Subsequently, the psychological diagnostics from the test will be evaluated and interpreted in the result report through a validated and objective evaluation procedure, and are based on the expertise of our employees. The results are prepared by our certified consultants and then made available to you. This report and the detailed personality image will enable you to individually assess the candidate's qualification for the position you are looking for. Experience has shown that the personal qualities in addition to the purely professional qualifications of a candidate also play a key role in the placement of executives, which is why we attach great importance to a superficial classification in the development of the results of the diagnostic evaluation.

Our quality promise:

- 25 years experience in diagnostics
- Over 1,000 completed assessments
- 50,000 completed test procedures
- 500 happy customers
- Top references

Price: 950,- EUR per candidate



ASSESSMENT CENTER.

Especially for management positions, we offer an even deeper insight into the personal qualities of an applicant through a single assessment. The applicants will be evaluated based on their motivation, assertiveness and leadership qualities and individual customer requirements. The assessment center is scheduled for one day and can be carried out throughout Germany in both German and English.

Price: 1,950 EUR per candidate



If you have any questions, feel free to contact us or our partner Jens Bäumer or our psychologist Theresa Schapfl.



FEE.

Our fee is 30 % of a gross annual salary. Depending on the effort, the level of difficulty and the size of the search order, this percentage may vary depending on the order. The gross annual salary also includes bonuses and commitments under a company pension plan or the granting of a pension company vehicle.

For the placement of an online/social media campaign or the use of our aptitude diagnostics additional costs always incur, which are raised at the beginning of a search. Therefore, these are already charged at commissioning. The resulting costs may vary depending on the selected medium.

Warranty. If a party terminates the employment relationship before starting work or if the candidate does not take on the job despite having concluded a contract of employment, the client receives new recommendations for the vacancy.

REFERENCES.



AWARDS.



Since 2016 HEADMATCH has consistently been among the FOCUS top HR service providers in the field of PROFESSIONAL SEARCH.
This is the result of the current study carried out by the market research company Statista for the news magazine Focus.

The logo consists of the letters 'H' and 'M' in a white, bold, sans-serif font, centered within a solid green square.

HM

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