Progress & Delivery report

For: Client

Function:

By: First / Last name

Title:

Contact details:

**Introduction**

Thank you for entrusting us with this position. We see every assignment as a partnership, and our goal is to provide not only strong candidates but also the market insight that helps you make the right decision with confidence.

This document has two purposes:

* To show how the search campaign was structured, what response it generated, and what the market is signalling.
* To present the shortlisted candidates who are best aligned with your requirements, both in terms of technical fit and long-term cultural contribution.

By combining process transparency with clear candidate profiles, our aim is to give you the clarity needed to move forward quickly and decisively.

**Our Search Philosophy: Built on Process, Designed for Precision**

Recruitment is about people, but at QTC it’s also about process. Over 20 years of Life Sciences experience, refined with Lean Six Sigma principles, has shaped our 10-step framework. This gives each search a clear rhythm, continuous improvement, and a focus on quality and efficiency.

A diagram of a job recruitment process

Description automatically generated with medium confidence**What this means for your organisation:**

* **Structured job intake** and benchmarking to clarify expectations and fit.
* **Precision targeting** through talent pools, LinkedIn campaigns, and referrals.
* **Market feedback loops** from day one, adapting quickly to candidate response and sentiment.
* **In-depth shortlisting** that looks beyond technical skills to leadership traits, motivation, and long-term alignment.

**Campaign Performance & Market Response Overview**  
At the start of this assignment, the objective was clear: to identify and engage professionals who can succeed within [Client Company Name]’s [insert role essence, e.g. *“scaling commercial operations across EMEA”*].

To achieve this, QTC Recruitment launched a targeted search campaign using our structured methodology and Life Sciences network. The campaign was activated across three main channels:

* **Direct identification** through our 300,000+ Life Sciences profiles, supported by curated warm lists and referrals.
* **Targeted outreach** via LinkedIn Recruiter and personalised contact with trusted connections.
* **Public activation** on QTC’s platform, LinkedIn jobs, and our own specialist communities in MedTech, Diagnostics, Food/ Food Science, and Biotech/Pharma. Together, these three communities include more than 250,000 LinkedIn members across Europe and beyond.

This first phase we designed to test salary levels, measure brand perception, and understand candidate motivations. These insights now guide the role positioning and shortlist. The next section shows campaign metrics and presents the most aligned profiles based on traction, fit, and potential impact.

**Key metrics around position:**

| **Metric** | **Value** | **Notes** |
| --- | --- | --- |
| Job post live date | [DD-MM] | Activated on QTC & LinkedIn |
| Days role was live | [##] | Total campaign duration |
| LinkedIn job views | [#,###] | Organic reach and interest |
| Reach-outs (direct) | [##] | Targeted outreach via QTC network |
| LinkedIn InMails sent | [##] | Precision outreach via LinkedIn Recruiter |
| Response rate (%) | [##%] | Candidate replies vs. total outreach |
| Applicants (job vacancy) | [##] | Direct applicants from posting |
| Male / Female ratio | [## / ##] | Ratio across conversations and shortlist |
| 1st conversations held | [##] | Qualified initial discussions |
| 2nd conversations (deep-dive) | [##] | In-depth interviews to assess fit |
| Shortlisted | [##] | Candidates recommended for client review |
| Avg. time to shortlist | [## days] | From go-live to delivery |
| Delivery ratio | [##%] | Shortlisted vs. total conversations |

**Consultant Interpretation**

* Role positioning: Response levels show the role is attractive. Candidates highlighted [client’s growth/science/story] as positives, while [salary/scope/location] came up as main hesitation.
* Quality of funnel: Outreach brought stronger profiles than direct applicants, leading to a focused shortlist that aligns with the position.
* Process & ratios: The conversion from outreach → shortlist was efficient, showing tight targeting. Current diversity ratio is [##/##]; if balance is important, this may guide which back-up candidates to keep in play.
* Market signal: The role is competitive in the market, but adjusting [compensation / flexibility / messaging] could increase traction further.

**Shortlist presentation:**

{% for candidate in shortlist %}

{{ candidate.Candidate }}: Candidate Information

• **Name:** {{ candidate.Name }}

• **Location:** {{ candidate.Location }}

• **Salary expectation:** {{ candidate["Salary expectation"] }}

**Education**

{% for edu in candidate.Education %}

• {{ edu }}

{% endfor %}

**Professional Background**

{% for pb in candidate["Professional Background"] %}

• {{ pb }}

{% endfor %}

**Profile Match (Client-Specific)**

{% for pm in candidate["Profile Match (Client-Specific)"] %}

• {{ pm }}

{% endfor %}

**Practical Information**

{% for pi in candidate["Practical Information"] %}

• {{ pi }}

{% endfor %}

{% endfor %}

**Final Recommendation:**

{{ recommendation }}