

## **Mr Junaid Shaikh**

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## **Education & Professional Qualifications**

- 2004 Recruitment & Employment Confederation (REC) Certificate of Recruitment Practice (MREC CertRP)**
- 2000 Chartered Insurance Institute (CII), Financial Planning Certificate (FPC) Qualified**  
**Paper 1 - Financial Services & Their Regulation (Feb 1999)**  
**Paper 2 - Protection, Savings & Investment Products (Nov 1999)**  
**Paper 3 - Identifying & Satisfying Client Needs (Mar 2000)**
- 2000 MSc International Business, Aston University, Birmingham**  
**Taught Modules (1997 – 1998) included:**
- Organisational Behaviour**
  - Marketing Management**
  - Operations Management**
  - Strategic Management**
  - Applied Research**
  - Strategic Negotiation**
  - International Finance**
  - International Business**
  - International Performance**
  - Accounting for Decision Making & Control**
- 1997 BSc (Hons) Business Administration (2:2), Cardiff University**
- 1993 BTEC National Diploma in Business & Finance (Distinction)**
- 1991 BTEC 1<sup>st</sup> Diploma in Business & Finance (Merit)**
- Maths & English GCSEs**

## **Experience**

**LSBF/FBT, Birmingham & Manchester**

**Jan 2010 – To Date**

**Freelance Lecturer**

Lecturing on the MBA and MSc Marketing programmes.

Modules lectured on include: Organisational Behaviour, Consumer Behaviour, Research Methods, Internet & Digital Marketing Communications and International Human Resource Management.

**Creative Search Group, Birmingham**  
**March 2005 – Jan 2010**  
**Director**

A Financial Services search & selection consultancy responsible for recruiting financial services professionals at all levels for a variety of organisations.

Provided careers, employability and contract advice up to director level. In addition also consulted and advised companies on their specific proposition and the suitability of their offering.

**Responsibilities**

- Create and implement overall business plans.
- Help organisations achieve their business goals by recruiting suitable personnel as well as helping candidates achieve their career objectives.
- Negotiate suitable terms of business and contracts for candidates.
- Implement effective marketing plans to source candidates via headhunting, networking, referrals and advertising.
- Designed and implemented strategies that have enhanced the employability of candidates, for example, designing interview questions for HR managers, conducting 1st stage interviews on behalf of employers and creating competency based questions.
- Designed and created an employee review programme which involves reviewing candidate's performance and suitability post placement.
- Excellent at building rapport with people as naturally empathetic to peoples needs and requirements.

**Executive Network Sales, Birmingham**  
**March 2004 – March 2005**  
**Business Manager**

Financial Services Recruitment Consultant responsible for recruiting Financial Advisers (Tied & Independent), Mortgage Advisers, Sales Support, Paraplanners and Compliance/T&C personnel into Professional Practices, Banks, Independent Brokerages and Estate Agents.

Built relationships with new clients and provided relevant financial services staff for their departments across all skills base as well as maintaining relationships with existing clients by sourcing candidates on a permanent basis. Researching relevant data for creating and maintaining salary surveys for the Financial Services sector.

**Elements Search & Selection, London & Birmingham**  
**March 2003 – March 2004**  
**Business Manager**

Worked as a Business Manager for this specialist financial services search & selection consultancy. Responsible for recruiting Independent Financial Advisers (IFAs), Broker Consultants and Sales Support personnel within Professional Practices, Product Providers & Independent Brokerages at all levels from trainee to senior level. Recruited within the Midlands, South West & South East.

**Hays Inter-Selection, London**  
**May 2001 – March 2003**  
**Recruitment Consultant**

Working for this National company part of an International Group recruited Financial Services staff at all levels including Financial Advisers, Sales Support, Paraplanners, Compliance/T&C, on a permanent basis into Banks & Independent Brokerages. Recruited within London, Hertfordshire & Essex.

**HSBC Bank Plc, London**  
**Jan 2000 – May 2001**  
**Financial Planning Manager**

Fully qualified Financial Adviser responsible for providing a financial planning service to new & existing customers of the bank. Covered several branches in London. Building and maintaining relationships with branch staff at all levels. Relationship managing staff and providing one to one training in regards to Financial Services and changes in relevant products and services. Also provided coaching & advice on questioning customers and spotting opportunities and making appropriate referrals.

**City Financial Partners/Lincoln Financial Group, Birmingham**  
**Dec 1998 – Jan 2000**  
**Financial Advisor**

Graduate role as a Financial Advisor representing the Lincoln Financial Group range of products. Cold calling clients to generate appointments. Self employed/commission only role.

**Additional Information**

- British Nationality
- Car owner and holder of a clean and full driving licence
- IT Literate