



Silicon Valley Associates Recruitment

Search Overview

2024

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Silicon Valley Associates
Recruitment



Search Service



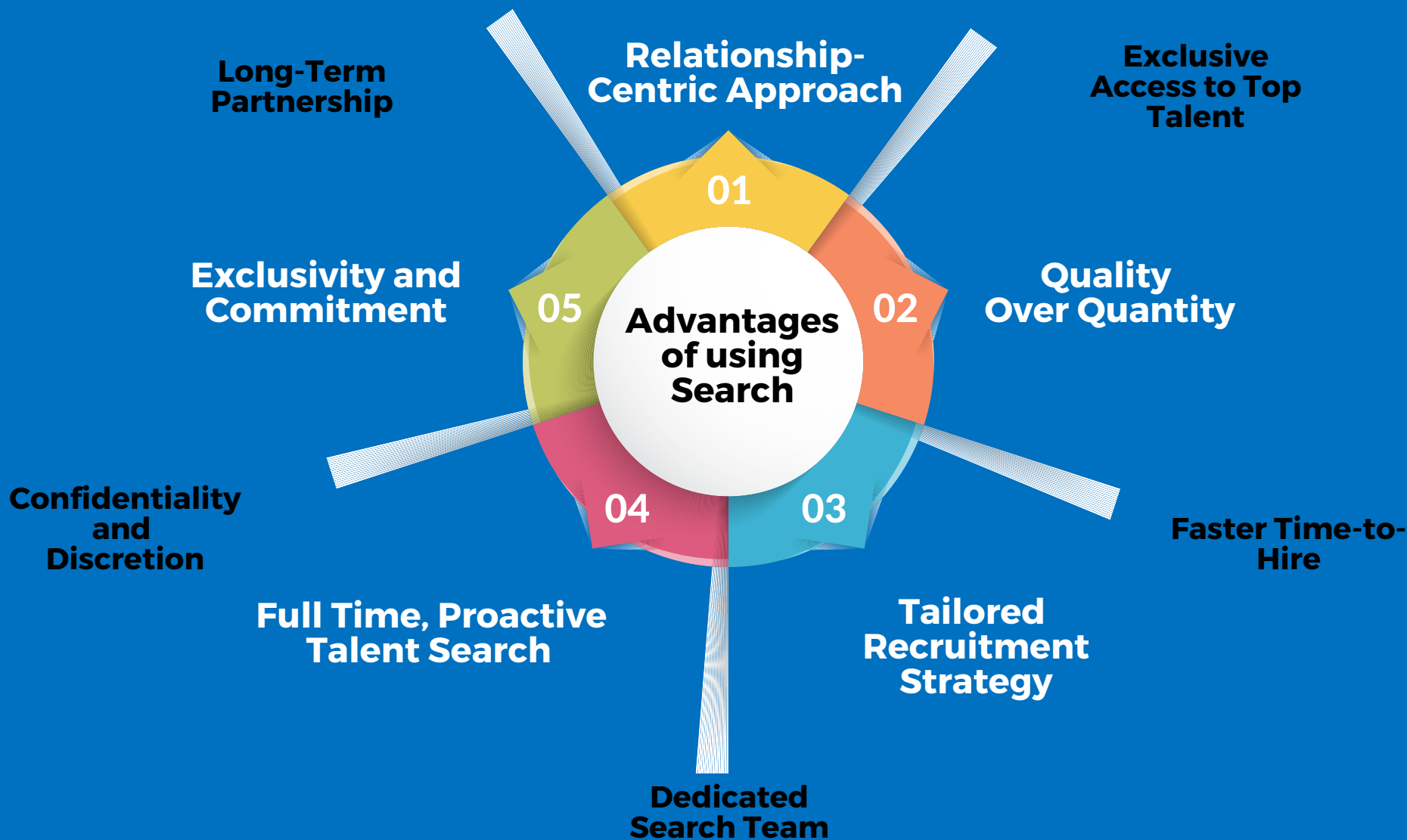
Silicon Valley Associates
Recruitment



Silicon Valley Associates Recruitment

**SVA Recruitment's Search Services
secure hard to find, top talent through
ongoing, dedicated partnerships with
clients.**

Search Service



A Search Engagement at SVA Recruitment is a specialized and exclusive arrangement between our firm and a client seeking a strategic approach to talent acquisition. In a search engagement, the client retains our services exclusively for a specified period to fill a key position within their organization.

Key Features

Exclusivity

fundamental aspect of a search engagement is exclusivity from both side. During the agreed-upon period, the client and SVA Recruitment partners exclusively for their recruitment needs. This ensures a focused and dedicated effort in identifying the most qualified candidates for the specific role.

Commitment

Both SVA Recruitment and the client commit to a mutually beneficial partnership. This commitment involves a dedicated permanent team of recruiters, resources, and a strategic approach to ensure the successful identification and placement of top-tier talent.

Thorough Needs Assessment

At the outset of a search engagement, SVA Recruitment conducts a comprehensive needs assessment. This involves understanding the client's organizational culture, the specific requirements of the position, and any unique challenges or considerations associated with the hiring process.

Key Terms

Candidate Search For Urgent Hiring

Search Service

Delivery Model

- Full-time, Proactive Market Search & Screen of all suitable Candidates
- **Guaranteed Shortlist of suitable CVs by a 5-10 day deadline**

Fee Structure

- 21% of Gross Annual Salary
- % can be negotiated if there are more positions to work on

Fee Schedule

- 1/5 (20%) of estimated Fee as Deposit to start Search & Screening
- Remaining 4/5 (80%) of Fee upon Candidate Start Date

Guarantees

- Full Refund of Deposit if no Candidates or CVs presented by 5-10 day Short List deadline
- **3 month Free Replacement otherwise 1 Year Credit on Future Hires**

Payment Terms

- Search Kicks Off upon Deposit Fee Payment
- Placement Fee Payable within 30 Days of Invoice



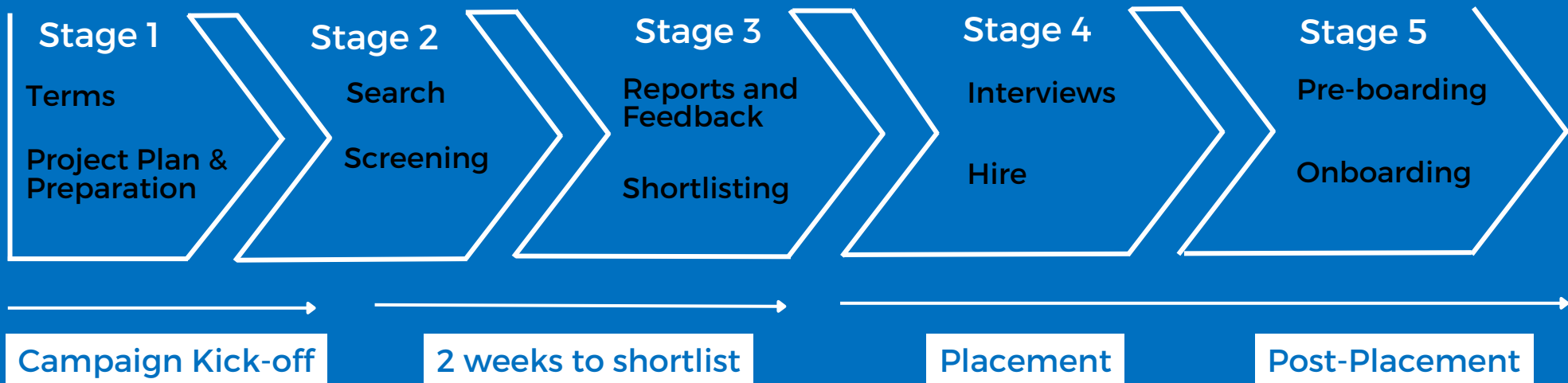
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Search Process



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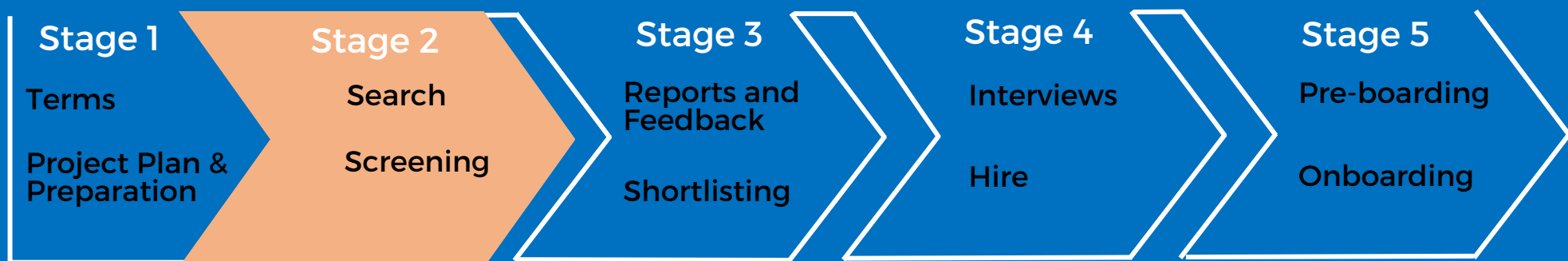
Search Methodology





Stage 1

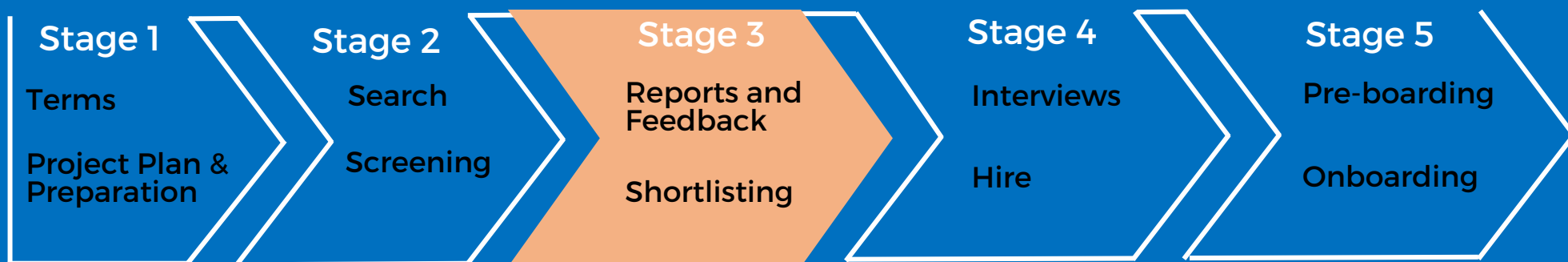
- 1.) Settle Terms
- 2.) Search Deposit Received
- 3.) Define Role, Profile and Final Key Criteria's
- 4.) Agree Project Plan and Shortlist Deadline
- 5.) Introduce Project Team and Expert Recruiter(s)
- 6.) Define List of Target Companies
- 7.) Agree on Job Advert wording



Stage 2

- 8.) Screen CVs from Database of +30000 and engage
- 9.) Map and engage suitable Profiles in target companies
- 10.) Map and engage suitable Profiles on Social Network
- 11.) Place targeted Job Adverts across multiple Boards
- 12.) Place targeted PPC Ads across Search, Social Media
- 13.) Send Newsletter to +30k Database for applicants
- 14.) Posts in relevant niche online groups and forums
- 15.) Execute Referral scheme for Recommendations
- 16.) Approach Profiles you know would like to 'feel out'
- 17.) Include Applicants you might receive directly





Stage 3

- 18.) Screen (f2f if possible) all Long-Listed Candidates
- 19.) Send over immediately any screened, matching Candidate's CV & Summary notes for your review
- 20.) Provide weekly report on search progress, market feedback and CVs (even if not shortlisted)
- 21.) Presented by deadline the final 3-to-5 Shortlisted Candidates who fit criteria, with CVs & Summary notes
- 22.) Arrange Interviews with Candidates of interest
- 23.) Continue to send over late applications screened and matching, for Interview consideration or back-up



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Stage 4

- 24.) Prep call together for each Candidate Interview
- 25.) Debrief call after Interviews and decide on Candidates for next step
- 26.) Decide together on successful Candidate to offer, along with back-up Candidate(s)
- 27.) Conduct Final Reference Checks
- 28.) Offer Management to successfully close the preferred Candidate(s)
- 29.) Keep back-up Candidate(s) warm in case preferred Candidate(s) pull out
- 30.) Reject all other Candidates on your behalf



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Stage 5

- 31.) Assist successful Candidate in Resignation, notice period (if applicable) and preonboarding
- 32.) Arranging follow up feedback with each party after Onboarding on 1st Day, 1st Week, 1st Month and 3rd Month
- 33.) Receive Candidate Placement Final Fee
- 34.) Continue to send New Candidates as back up in case of need for immediate replacement
- 35.) Request your Satisfaction Survey, Testimonial, and preferred Charity for our donation




Silicon Valley Associates
Recruitment

Example PROJECT #1



Silicon Valley Associates
Recruitment

1. Settle Terms

 Silicon Valley Associates Recruitment

From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong

To: Hong Kong ?

Subject: Confirmation of Terms and Conditions

Attention: Customer Delivery

Date: 03 / 11 / 2023

Dear Paul,

Please find herewith the order-confirmation for the acceptance of Professional Recruitment Consulting and Services to be provided by **Silicon Valley Associates Recruitment (Hong Kong) Limited**, and the General Terms and Conditions of Service that shall apply.

Below are listed the main conditions about the fees and the additional agreements (some in deviation highlighted in **yellow** or non-applicable items being **strikethrough**) that we conclude from the provisions of the **General Terms and Conditions**.

Fee	The fee will be offered flat rate of 21% of Gross Annual Salary
Gross Annual Salary	Gross Annual Salary where applicable includes a thirteenth month 'double pay' salary, holiday pay, allowances, bonuses/commission-based pay (on-target earnings), mobility budget (travel allowance/car expense allowance, relocation allowance) and all other associated conditions and benefits to be granted to the Candidate by the Client.
Model	If the Recruitment shall be undertaken by Candidate Search (Full-time Proactive Market Search & Screening of suitable Candidates, with a guaranteed shortlist of CV(s) by a pre-agreed, specific deadline).
Fee Schedule	The invoicing and fees will be split into two instalments: 1. A first invoice equivalent to 1/4 th of the estimated fee shall be addressed to the Client upon delivery of a shortlist, and facilitation of 1 st interviews. 2. The final invoice and balance on actual confirmed fee shall be addressed to the Client upon the Candidate's first day of employment
Payment Terms	Payment of the first invoice authorizes the arrangement of interviews for Candidates introduced on or before pre-agreed Shortlist deadline. Payment of the final invoice should be made in full within 30 days of invoice. If that payment term is exceeded, the Client will be in default and will at discretion of the Agency owe default interest on the outstanding amount at the rate of 10% per week from the date on which the invoiced amount (or part thereof) falls due until the date of full repayment. All payments by the Client shall be made in full and without any set-off, deduction and counterclaim whatsoever.
Guarantees	If a Candidate's employment or engagement ends within twelve weeks (3 months) after the commencement of employment or engagement, the Agency can agree to search for a free replacement shortlist of candidates on the original job description or other provide credit against other positions for a 12-month period, as per Article 8.
Additional Hiring	Although it is not an objective of this assignment, it is possible that throughout this Search or in the future, a person or persons may be identified whom the Client may wish to appoint in another capacity. Should this be the case, a 19% fee of the Gross Annual Salary of the additionally hired candidate will be invoiced for each additional placement relating to this assignment

We request that the Client returns a signed copy to confirm agreement. If the Agency has not received a signed copy within **10 working days of the date sent**, the Agency may assume that the Client prefers the applicable standard conditions, and any additional/varying agreements can cease to apply.

Seen, Signed and Chop on behalf _____

Seen, Signed and Chop on behalf of **Silicon Valley Associates Recruitment (Hong Kong) Limited**

Date: ____/____/2023

Date: ____/____/2023

Silicon Valley Associates Recruitment (Hong Kong) Limited, - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong
W: svarecruitment.com T: +852-6700-6472 E: info@svarecruitment.com
Version 2 Page 1 of 1

3. Define Role, Profile and Final Key Criteria's

From: Silicon Valley Associates Recruitment <info@svarecruitment.com>

Date: Monday, 8 May 2023 at 3:56 PM

To: Marcos .asia>

Cc: Victor Chen <victor.chen@svarecruitment.com>

Subject: Re: Marcos Victor Chen

Hi Marcos,

Good afternoon

We have made a final draft for the Sales role that we have spoken about, we will attach the **criteria** in here for you to review and if you have any suggestions please feel free to let us know:

- Should have a degree in Engineering, **Geomatics or any related subject preferably from HK PolyU** (This will also narrow down and restrict our efforts. We are open to any graduates of any university but we understand that the closest degree related to our industry comes from Poly. This is just for internal reference)
- Having a technical background in LIDAR and Laser Scanning is **highly preferred**.
- Education / Experience in Mapping and surveying in Geomatics Department preferred.
- Experience in working for the Government would be a big advantage (**Not necessary, this narrows down our search too much**)
- Must speak fluent English. **Also Mandarin and Cantonese would be an advantage**

If you need anything else please do let me know

Many thanks,
Victor

From: Victor Chen <victor.chen@svarecruitment.com>

4. Agree Project Plan and Shortlist Deadline

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From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To:
Ltd
or, Skyline Tower
ad, Kowloon Bay

Subject: Search Proposal v3
Attention: Manager
Date: 30 / 05 / 2023

Dear Marcos,

We propose the following 35-step Project and timeframe to secure the best candidate(s) in the fastest time:

Stage	Task	Deadline
Stage 1- Preparation	1. Sign-Off Terms	By Tuesday 30th May
	2. Search Deposit Received	
	3. Call- Define Role, Profile and Final Key Criteria Parameters for Candidates	
	4. Call- Introduce Project Team and Specialized Recruiter(s)	
	5. Confirmed Project Plan and Shortlist Deadline	
	6. Confirmed List of Target Companies	
	7. Confirmed Final Key Criteria Parameters	
Stage 2 - Sourcing & Screening	8. Screen CVs from Database and engage	Kick-Off Wednesday 31st May
	9. Strategically place targeted Adverts across multiple Job Boards	
	10. Map and engage suitable Profiles in target companies	
	11. Map and engage suitable Profiles on professional Social Networks	
	12. Place targeted PPC Ads across Search Engines	
	13. Send Newsletter to +30k Database for applicants	
	14. Posts in relevant niche online groups and forums	
	15. Approach suggested talent Client knows of and would like to 'feel out'	
	16. Execute Referral scheme for Recommendations	
	17. Assess any applicants Client might receive directly	
Stage 3- Short Listing	18. Screen all Long-Listed applicants against Key Criteria	Shortlist Soft Deadline: Friday 9th June
	19. Provide weekly report on search progress, market feedback and CVs so far (even if not shortlisted). Continuous adjustments to be made	
	20. Send over potential screened, matching Candidate's CV & Summary notes for review and interview by Soft Deadline	Shortlist Hard Deadline: Friday 16th June
	21. Presented by deadline the final 3-to-5 Shortlisted Candidates who fit criteria, with CVs & Summary notes by Hard Deadline	
	22. Schedule Interviews with Candidates	
Stage 4- Interviews	23. Continue to send over late applications screened and matching, for Interview consideration or back-up	Interviews from Monday 19th June
	24. Prep call for Candidate Interviews	
	25. Debrief call after Interviews and decide on Candidates for next Interviews	
Stage 5- Placement	26. Decide together on chosen Candidate to offer, along with Candidate(s) to keep as back-up	Offer by mid June
	27. Conduct Final Reference Checks	
	28. Offer Management to successfully close the preferred Candidate(s) for the job	
	29. Keep back-up Candidate(s) warm in case preferred Candidate(s) changes	Candidate Starts end of July
	30. Assist successful Candidate in Resignation, notice period (if applicable) and pre-onboarding	
	31. Reject all other back-up Candidates on your behalf	
	32. Arranging follow up feedback with each party after Onboarding on 1st Day, 1st Week, 1st Month and 3rd Month	
	33. Receive Final Placement Fee	
	34. Continue to send New Candidates as back up in case of need for immediate replacement	
	35. Request your Satisfaction Survey, Testimonial, and preferred Charity for our donation	

Silicon Valley Associates Recruitment (Hong Kong) Limited - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong
W: svarecruitment.com T: +852-6700-0472 E: info@svarecruitment.com
Version 2 Page 1 of 1

6. Define List of Target Companies

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From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

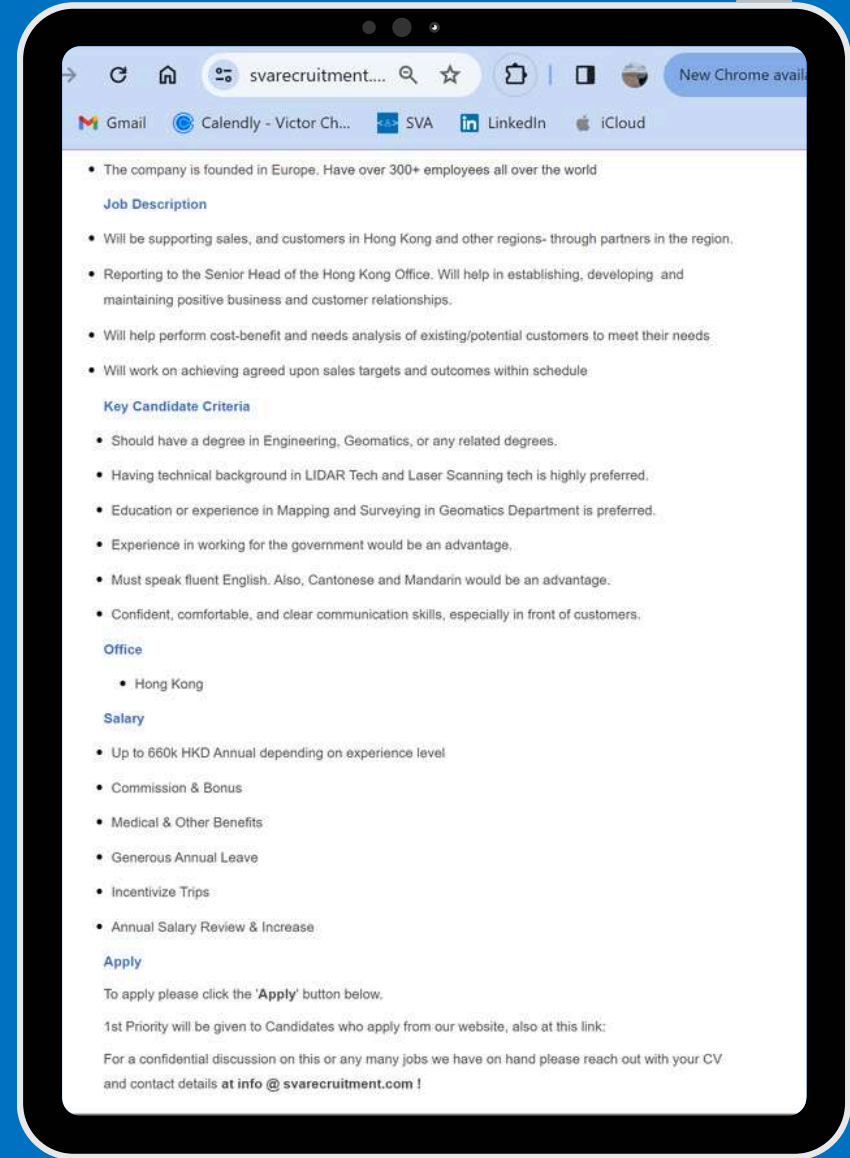
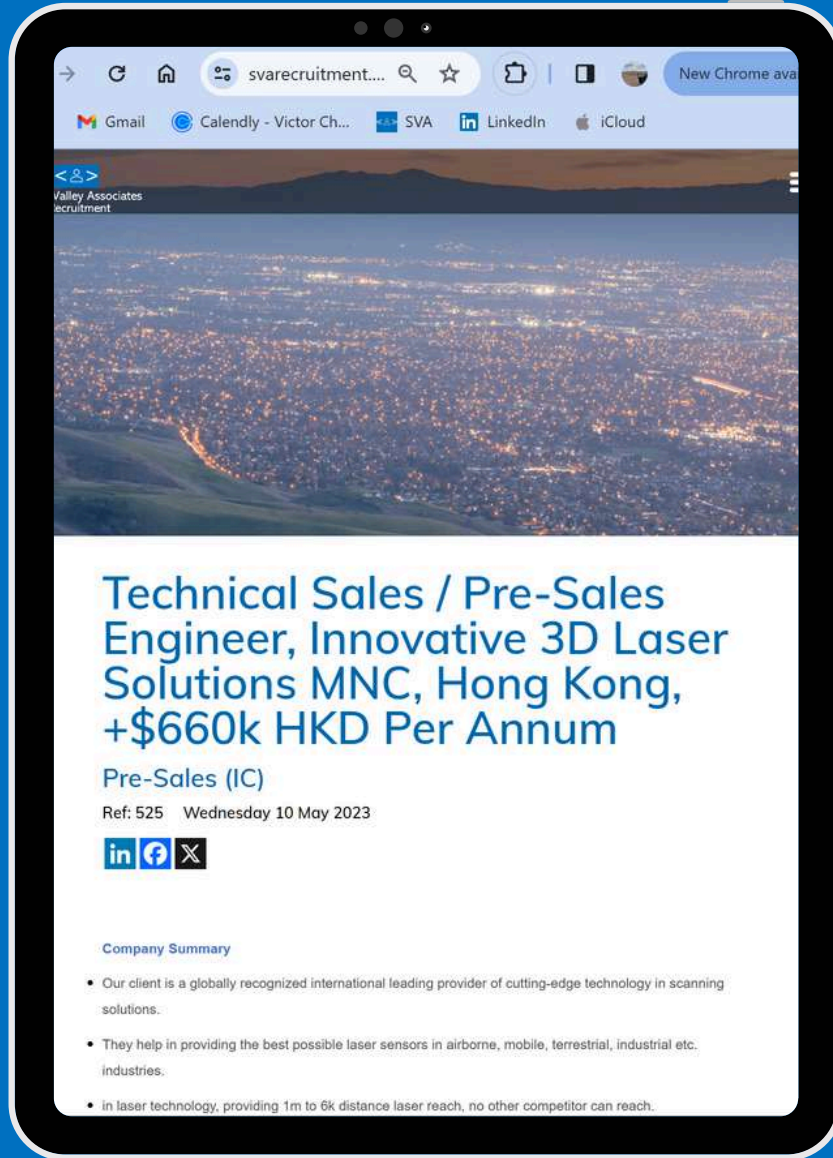
To:

Subject: Target List of Initial Companies
Attention:
Date: 11 / 05 / 2023

Target HK companies that uses Laser/UDAR Technology:	1. -	2. -	3. -	4. -	5. -	6. -	7. -	8. -	9. -	10. -	11. -	12. -	13. -	11/05/2023
Any Other Companies suggested by Client	14.													
Any Other Associated Tech industries suggested by Client	15.													

Silicon Valley Associates Recruitment (Hong Kong) Limited - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong
W: svarecruitment.com T: +852-6700-0472 E: info@svarecruitment.com
Version 2 Page 1 of 1

7. Agree on Job Advert wording



8. Screen CVs from Database of +30000 and engage

The screenshot displays a recruitment software interface for a job titled "Technical Sales / Pre-Sales Engineer". The job details include "Ref: 557 | Permanent | Pre-Sales (IC) | Asia Pacific Ltd". The interface shows a list of potential matches with columns for Candidate, Engagement, Postcode, Miles, Rating, Status, Preferences, Rank, and Marketing. The list includes candidates like Daryl, Paddy, Yu, David, Alberto, Alexander, KULBHUSHAN, John, and Nathan, all with a status of "Actively Looking" and a rating of 86%.

Technical Sales / Pre-Sales Engineer Updated: 31/8/2023

Ref: 557 | Permanent | Pre-Sales (IC) | Asia Pacific Ltd

Notes Record Notes Email .asia

Summary **Potential Matches (436)** Considering (0/7) Recruiter Interviews (0/9) CVs Sent (0/8) Employer Interviews (0/2) Offers (0) Placements (1)

Search List 30

Candidate	Engagement	Postcode	Miles	Rating	Status	Preferences	Rank	Marketing
Daryl Last Updated: 23/6/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
Paddy Last Updated: 11/5/2021		-	-	★★★★☆	Actively Looking	86%		✕ ✓
Yu Last Updated: 29/9/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
David Last Updated: 15/6/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
Alberto Last Updated: 15/9/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
Alexander Last Updated: 23/1/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
KULBHUSHAN Last Updated: 8/6/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
John Last Updated: 3/2/2023		-	-	★★★★☆	Actively Looking	86%		✕ ✓
Nathan		-	-	★★★★☆	Actively Looking	86%		✕ ✓

Search Process



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Recruitment

10.) Map and engage suitable Profiles on Social Network

The screenshot displays a recruitment software interface. On the left, a sidebar shows navigation options: Campaign, Last 24 hrs' actions (47 of 150), Queue (50), Exclude (253), Processing (0), Successful (478), Failed (21), Start campaign, LinkedIn, Plug-in Store, CRM, Functions, Dashboard, Inbox, Settings, Need help?, and Weekly invitations limit. The main area is titled '2nd & 3rd Business Development Assistant Manager' and shows a 'Stopped' status. It features tabs for Information, Workflow, Lists (selected), Dashboard, and Statistics. Below these are buttons for Queue, Exclude list, Processing, Processed, Successful, Excluded, and Failed. A table lists profiles in the queue, including Christine, Weinan, Yuexi, Amber, and Ting, with details on when they were added and their target platform (LinkedIn). A filters panel on the right allows setting fields like First name, Last name, Company, Position, Email, Phone, Headline, and Location. The bottom of the table shows pagination controls for 10 rows.

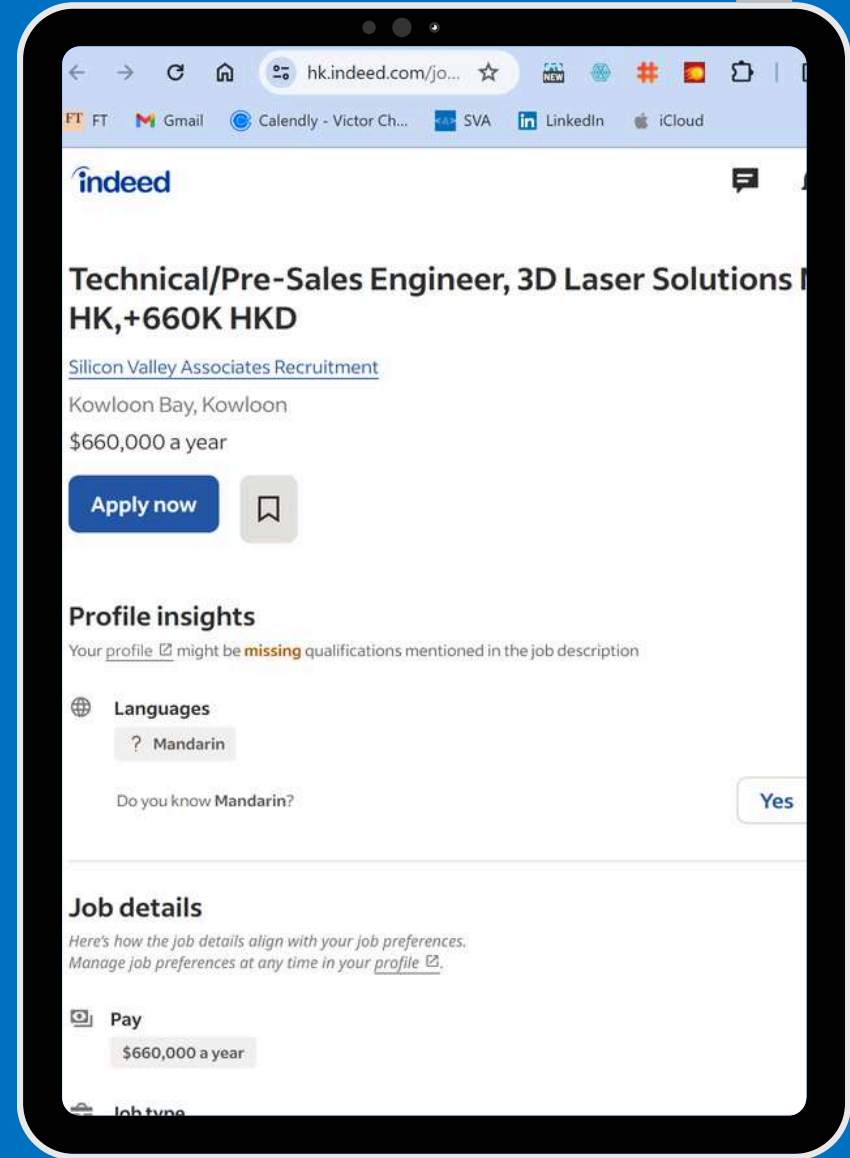
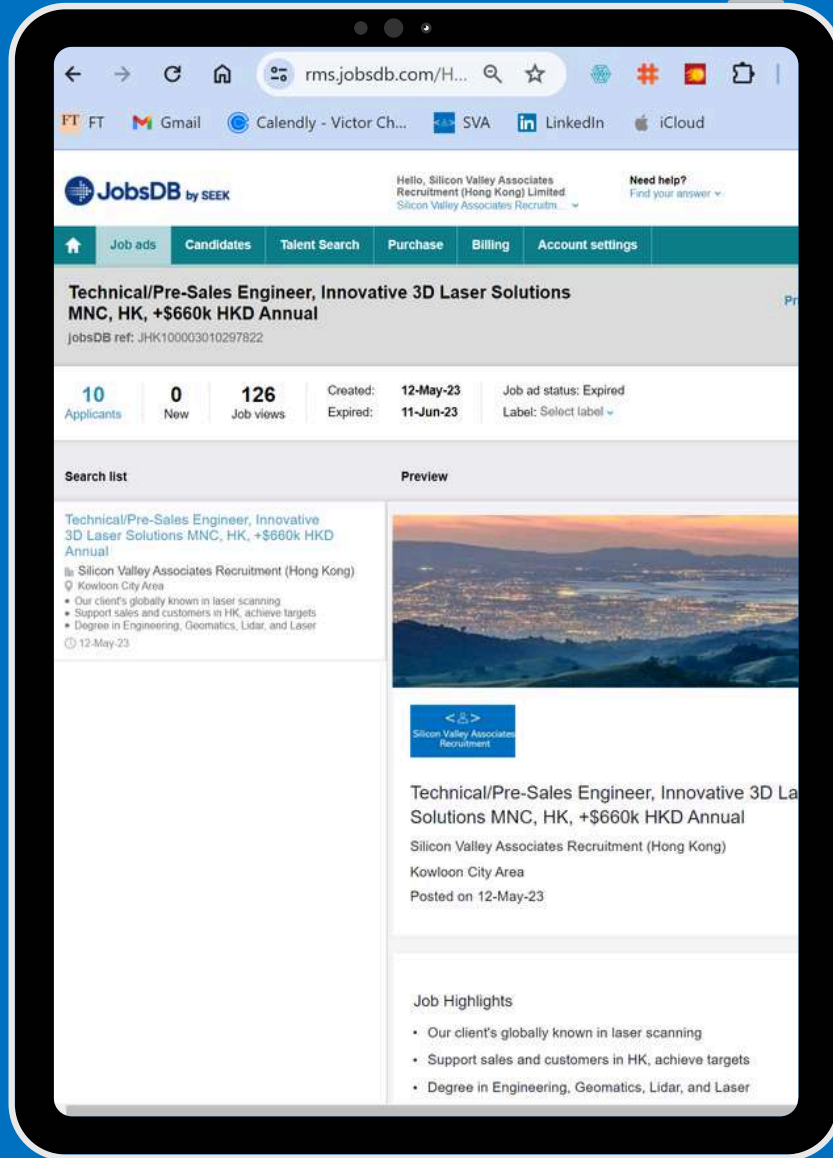
Profile	Added to	Will be executed in	Target platform
Christine [redacted] 高质量积分墙广告平台, [redacted]		LinkedIn	LinkedIn
Weinan [redacted] Associate Professor [redacted]	Dec 28, 2023, 11:49 AM	LinkedIn	LinkedIn
Yuexi [redacted] Director [redacted]	Dec 28, 2023, 11:49 AM	LinkedIn	LinkedIn
Amber [redacted] [redacted] - Authorized Officer	Dec 28, 2023, 11:49 AM	LinkedIn	LinkedIn
Ting [redacted] Digital & Social Marketing	Dec 28, 2023, 11:49 AM	LinkedIn	LinkedIn

Search Process



Silicon Valley Associates
Recruitment

11. Place targeted Job Adverts across multiple Boards

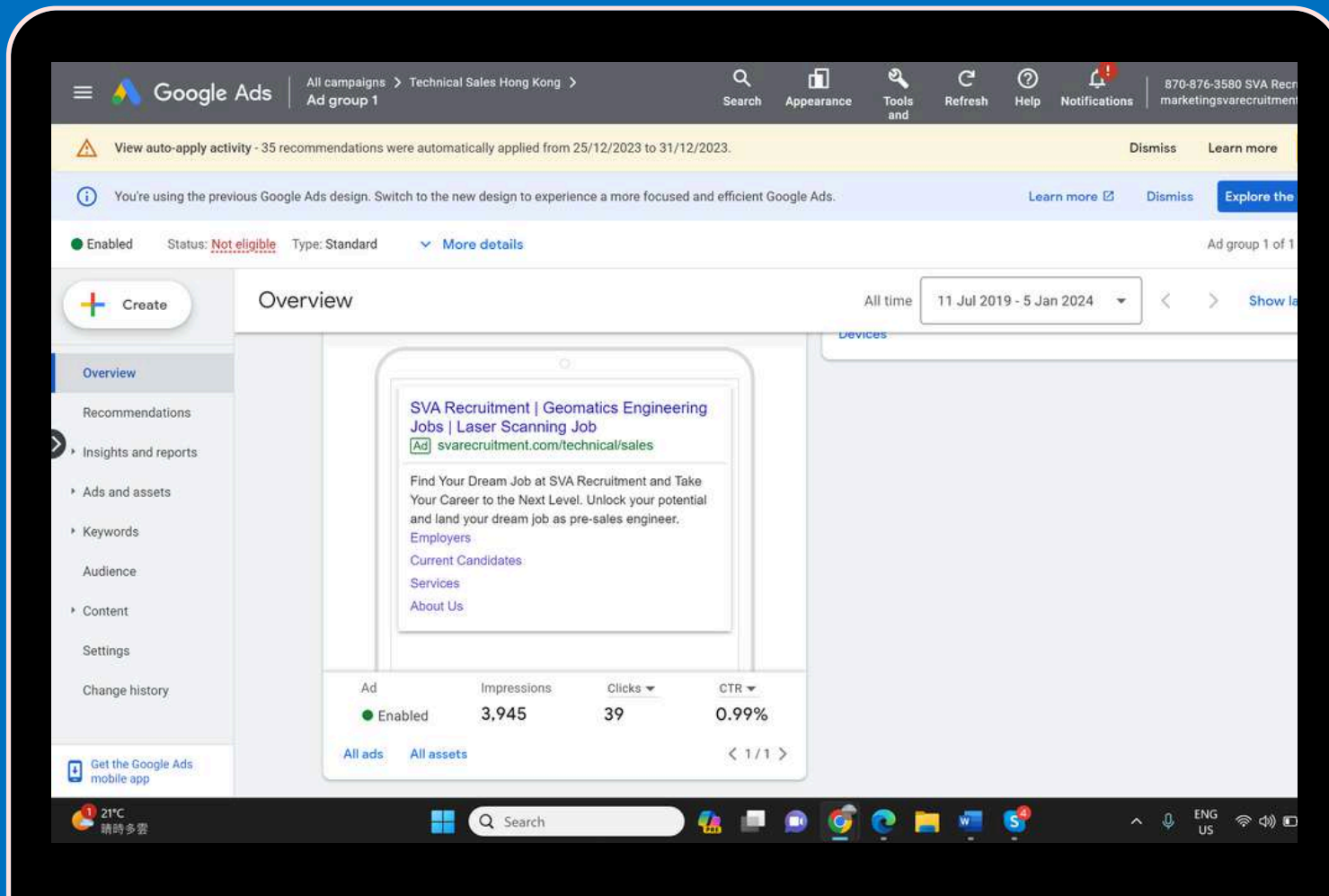


Search Process

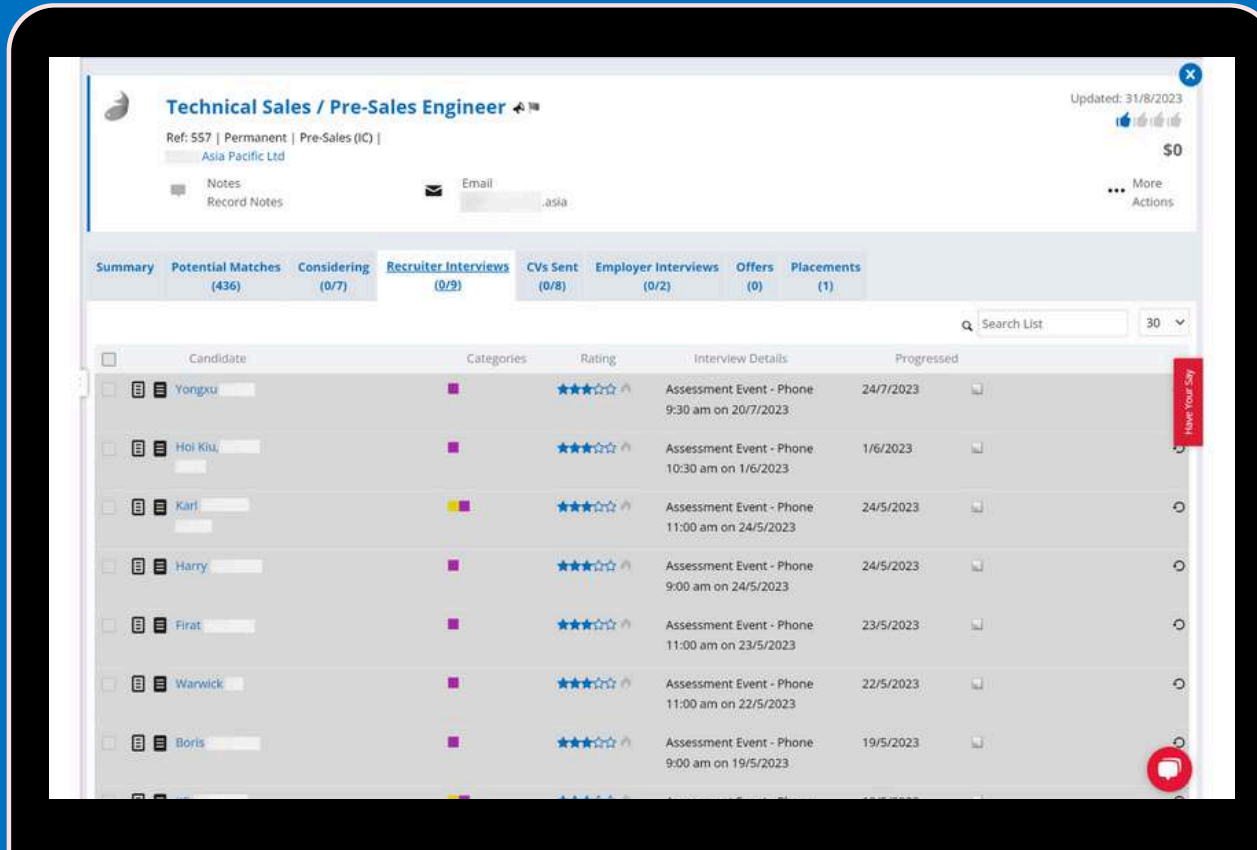


Silicon Valley Associates
Recruitment

12.) Place targeted PPC Ads across Search, Social Media



18. Screen (f2f if possible) all Long-Listed Candidates



The screenshot displays a recruitment software interface for a job titled "Technical Sales / Pre-Sales Engineer". The job details include "Ref: 557 | Permanent | Pre-Sales (IC) | Asia Pacific Ltd". The interface shows various tabs: Summary, Potential Matches (436), Considering (0/7), Recruiter Interviews (0/9), CVs Sent (0/8), Employer Interviews (0/2), Offers (0), and Placements (1). A table lists candidates with columns for Candidate, Categories, Rating, Interview Details, and Progressed. The candidates listed are Yongxu, Hoi Kiu, Karl, Harry, Firat, Warwick, and Boris. Each candidate has a rating of 4 stars and a "Have Your Say" button. The table also shows the date and time of the assessment event for each candidate.

Candidate	Categories	Rating	Interview Details	Progressed
Yongxu		★★★★☆	Assessment Event - Phone 9:30 am on 20/7/2023	24/7/2023
Hoi Kiu		★★★★☆	Assessment Event - Phone 10:30 am on 1/6/2023	1/6/2023
Karl		★★★★☆	Assessment Event - Phone 11:00 am on 24/5/2023	24/5/2023
Harry		★★★★☆	Assessment Event - Phone 9:00 am on 24/5/2023	24/5/2023
Firat		★★★★☆	Assessment Event - Phone 11:00 am on 23/5/2023	23/5/2023
Warwick		★★★★☆	Assessment Event - Phone 11:00 am on 22/5/2023	22/5/2023
Boris		★★★★☆	Assessment Event - Phone 9:00 am on 19/5/2023	19/5/2023

19.) Send over immediately any screened, matching Candidate's CV & Summary notes for your review

Re: Technical Sales / Pre-Sales Engineer - New Candidates Applied & Screened - Victor Chen - O...

about:blank

Re: Technical Sales / Pre-Sales Engineer - New Candidates Applied & Screened

From: Victor Chen <victor.chen@svarecruitment.com>
Date: Friday, 9 June 2023 at 10:48 AM
To: Marcos .asia>
Cc: Silicon Valley Associates Recruitment <info@svarecruitment.com>
Subject: Technical Sales / Pre-Sales Engineer - New Candidates Applied & Screened

Hi Marcos,

Great news! We think we got a really good candidate here for you to check. Hopefully, we can proceed them to interview next week since we already reached saturation and there's not much more coming through.

The following candidate(s) was filtered through for the Technical Sales / Pre-Sales Engineer role:

Lawrence

We have screened them on all the agreed criteria's, and they passed successfully, with interview notes below:

1. Should have a degree in Engineering, Geomatics, or any related subject.
- Bachelor of Engineering in Materials Engineering.
2. Having a technical background in LIDAR and Laser Scanning is highly preferred.
- Strong technical background in LIDAR Technology and Laser Scanning.
3. Education / Experience in Mapping and surveying in Geomatics Department preferred.
- Has good knowledge of Mapping and Surveying.
4. Must speak fluent English. Also Mandarin and Cantonese would be an advantage
- Speaks fluent English, Mandarin, and Cantonese.
5. Salary
- Is expecting at least 30K HKD per month.

They would be available for an interview next week. I can confirm if that works in your

Silicon Valley Associates Recruitment

CURRICULUM VITAE OF

Silicon Valley Associates Recruitment

RECRUITER SUMMARY			
Name:	Lawrence	Date:	29 / 05 / 2023
Nationality:	Hong Konger	Residence:	Hong Kong
Experience Summary	4+ years of experience as Technical Sales Engineer Current & Previous Employers and jobs include: Technical Support Engineer at Executive Service Assistant at Technical Engineer at Design Engineer at	Education	Bachelor of Engineering (Honors) in Materials Engineering Hong Kong
Motives & Seeking	Is actively looking for a job right now because he thinks his career path in current company is not clear at all, so looking for some better opportunities. Open for technical sales role.	Languages	English - Fluent Cantonese - Fluent Mandarin - Fluent Japanese - Fluent Korean - Basic
Recent / Current Salary	\$25K HKD per month + Bonus	Expected Salary	\$30K HKD per month
Notice Period	1 month	Interview Availability	Anytime
Interview Assessment Notes	<p>1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs? Currently working in as a Technical Support Engineer. His main responsibility is handling some demonstration and training sessions about laser scanning products, also with the software processing part that is captured by the laser scanner. After customers bought their products, they will also have training and presales demo with them. Before that, was also a Technical Engineer for where he handled customers' daily inquiries, he's mainly responsible for anchor systems for boats and also provide presales training which is very similar to his current role in.</p> <p>2. What skill(s) / experience would you self-describe as strongest or specialist in? Strongest skill would be his communication and presentation skills since he sells a lot and have to demonstrate products quite often to customers. Also, sometimes he has to host some seminars for customers. He also is good with teamwork and cooperation with his teammates.</p> <p>3. Do you have the lists of key criteria's according to the clients' requirements? Has technical background in LIDAR Technology and Laser Scanning, also have education and experience in Mapping and Surveying. Has worked for government before but is not related to his technical sales role. Is very strong with communicating to people/customers.</p>		
Recruiters	Victor Chen, Senior IT Recruiter & Talent Broker +852 6700 6472 victor.chen@svarecruitment.com Allen Michele Rea, Sourcing Associate alr@svarecruitment.com	Employment Agency	Silicon Valley Associates Recruitment (Hong Kong) Limited 907, 9th Floor, Silvercord Tower 2, 30 Canton Rd Tsim Sha Tsui, Kowloon, Hong Kong E&I License Number: 681758
Job-Seeker Agreement	The Candidate has agreed that Silicon Valley Associates Recruitment may disclose their profile to potential employers for the purpose of seeking new employment. Silicon Valley Associates Recruitment will never charge any fees from job seekers.		
Potential Employer Terms	General Terms and Conditions apply to all requests, offers and agreements regarding the provision of services, and available upon request. These can be sent to you on request or can be found on our website: svarecruitment.com		

Silicon Valley Associates Recruitment (Hong Kong) Limited - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong
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Page 1 of 3

20.) Provide weekly report on search progress, market feedback and CVs (even if not shortlisted)

Riegl - SVA Recruitment Weekly Report 3 - Victor Chen - Outlook - Google Chrome

about:blank

Riegl - SVA Recruitment Weekly Report 3

Silicon Valley Associates Recruitment
To: [redacted].asia> Fri 6/23/2023 10:46 PM
Cc: Victor Chen

171 KB SVA Recruitment Wee...
93 KB Emmeline CV SVA.docx

2 attachments (264 KB) Save all to OneDrive - Silicon Valley Associates Recruitment Download all

Hi Marcos. Good evening!

1. Please attached document for the last of our weekly reports regarding the search.
2. Also, Lawrence mentioned he would be available for the 2nd interview (F2F) next Wednesday or Thursday after working hours at 5:30 PM HKT onwards. Let me know if that works for you so we can help arrange it with him.
3. Also, attached is another shortlisted candidate, Emmeline, her salary is much higher than the preferred budget but she's still expecting less than the other 3 backup candidates and so we are presenting her for 2nd opinion.

Look forward to your response.

Many thanks and happy weekends,

Victor Chen
Senior Recruiter & Talent Broker
Silicon Valley Associates Recruitment
M: +852 6700 6472
E: victor.chen@svarecruitment.com
A: 907, 9th Floor, Silvercord Tower 2, 30 Canton Rd, Tsim Sha Tsui, Kowloon, Hong Kong
W: svarecruitment.com
Company No: 2754441

Silicon Valley Associates Recruitment

CURRICULUM VITAE

Silicon Valley Associates Recruitment

RECRUITER SUMMARY			
Name	Emmeline	Date	13 / 06 / 2023
Nationality	Hong Konger	Residence	Hong Kong
Experience Summary	10+ years of professional working experience Current & Previous Employers and jobs include: Survey Officer at Hong Kong Contract Property Service Office at Management Ltd Technical Officer (Cartographic) at Department. Contract Survey Officer (Engineering) at Survey Assistant at Group Ltd	Education	Master of Science in Environmental Management Hong Kong Bachelor of Science in Geomatics (Specialism in GIS) University Higher Diploma in Geomatics (Specialism in GIS) University
Motives & Seeking	Is actively looking for a job right now because she's been doing this job for a long time and discovered that she's interested in customer service and wants to try something new. Interested in technical sales roles.	Languages	English - Fluent Cantonese - Fluent Mandarin - Fluent French - Basic
Recent / Current Salary	\$330K HKD Annual	Expected Salary	\$400K-500K HKD Annual
Notice Period	1 1/2 month	Interview Availability	Weekdays (Morning/Afternoon)
Interview Assessment Notes	<p>1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs?</p> <p>Currently working as a Survey Officer at [redacted] wherein her main duty is do maintenance of airport office and assist in the land surveying duties. Before that, she was working as a Cartographic Technical officer, she's involved here in map-making for town planning professionals. She has also worked for different government branches such as the Highways Department where she conducted tree survey for ITDC project that time.</p> <p>2. What skill(s) / experience would you self-describe as strongest or specialist in?</p> <p>Strongest skill would be data handling and her knowledge with different software such as MicroStation, ArcGIS desktop, InRoads, Matlab, etc. and need to handle different kind of survey. She's also strong with communicating to other people.</p> <p>3. Do you have the lists of key criteria's according to the clients' requirements?</p> <p>Has technical background when it comes to LIDAR technology and Laser Scanning, it is something that they use every day. Rates herself a 3-4 out of 5 in this technology. Had to handle laser scanning type of work before and has done basic processing on it. Also, her main focus currently is use of mechanical LIDAR. She mentioned there's variety of laser scanning products in the market so she can learn it. Good with mapping and surveying in Geomatics department. Has also worked for several governments before. No problem with talking and presenting to people.</p>		
Recruiters	Victor Chen, Senior IT Recruiter & Talent Broker +852 6700 6472 victor.chen@svarecruitment.com Allen Nkhosha Kwa, Sourcing Associate allen@svarecruitment.com	Employment Agency	Silicon Valley Associates Recruitment (Hong Kong) Limited 907, 9th Floor, Silvercord Tower 2, 30 Canton Rd, Tsim Sha Tsui, Kowloon, Hong Kong E.A. Licence Number: 68758
Job-Seeker Agreement	<p>The Candidate has agreed that Silicon Valley Associates Recruitment may disclose their profile to potential employers for the purpose of seeking new employment. Silicon Valley Associates Recruitment will never charge any fees from job seekers.</p> <p>Potential Employer Terms</p> <p>General Terms and Conditions apply to all requests, offers and agreements regarding the provision of services, and available upon request. These can be sent to you on request or can be found on our website: svarecruitment.com.</p>		

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20. Provide weekly report on search progress, market feedback and CVs (even if not shortlisted)

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907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]

Subject: **Weekly Report for Technical Sales/Support Specialist**

Attention: [Redacted]

Date: 07 / 14 / 2023

Dear [Redacted],

The Sourcing so far:

- Due to the saturation in the local and international Hong Kongers in the market, this week we have continued to look deeper for Chinese candidates (from different regions of China especially Guangdong) who have related degree/experience with the technology and might be willing to relocate to HK, we have reached out to additional 67 candidates that makes up a total of 925 possibly suitable candidates since the beginning of the campaign. These candidates are mostly from our professional network in China, professional job boards, and our system database.
- We are continuing to receive and screen last minute applicants in Hong Kong as well.

The Feedback so far:

- The majority of the candidates from this week are not interested for reasons such as currently taking up their Post Graduate/Masters, not interested to relocate to HK, happy with their current job, and not interested with taking up a sales role.
- Some candidates from this week have been unresponsive so far. We will likely let them go this time next week.

The Screening so far:

- This week, one candidate, [Redacted], has been screened, with a total of 33 candidates screened so far since the search began, and he was immediately recommended for interview this week.

The Shortlisting so far:

- 1 candidate, [Redacted], who was interviewed last 20th of June is being kept warm as backup and is waiting for any notice of 2nd interview in the future.
- Another candidate, [Redacted], who is the furthest in the process so far has finished technical assessment yesterday, 12th of July, and has left a good impression as per [Redacted] immediate feedback.
- 3 candidates, [Redacted], are no longer being kept warm and are expected to move with other opportunities going forward. However, they were advised that we will reach out again if [Redacted] wants to have a future conversation with them.

With a shortlist and back-up candidates now undertaken, by the end of next week, we hope to have a decision from on a successful candidate. We will also continue to process any other late applicants or respondents, and if suitable to introduce immediately for your review and interview as back up or potentially for additional hires.



■ Shortlisted
■ 1st interviews
■ Further interviews
■ Rejected

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From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]

Subject: **Weekly Report for Technical Sales/Support Specialist**

Attention: [Redacted]

Date: 08 / 06 / 2023

Dear [Redacted],

The Sourcing so far:

After listing off the search campaign for Technical Sales/Support Specialist on Wednesday 31st May, we have so far gathered a list of 419 possibly suitable candidates in Hong Kong from various channels including our Database, Target Companies, Job Adverts across multiple Boards, Social networks, as well as multiple industry Referrals and Recommendation.

Working on the role fulltime daily since the first day of search, this has been an average of +58 candidates per day taken through the preliminary screening process.

- However, most of these candidates were eliminated from further consideration after reviewing their profiles, updated CVs or responses to our initial questions, for not matching the basic key criteria's.
- The second majority withdrew themselves from consideration as they were not interested to proceed, for reasons including having just started new jobs, fully commitment to their current employer, waiting for year-end bonuses, will move to other country, or feeling their technical experience was not a match.
- A minority of candidates have so far been unresponsive, although we may hear back from them next week or during the month.

The Screening so far:

A total of 19 candidates resulting candidates have so far been progressed to screening calls. 16 more were not considered further for reasons including perceived lack of interest, just started a new job, are in the process of leaving Hong Kong, and not confident with their technical skills.

The Longlisting so far:

As subsequent 9 candidates have been longlisted so far, who lastly meet most of the criteria agreed upon and are keen to move forward with the opportunity. We have already sent their CVs earlier this week. [Redacted] have been sent for immediate review and feedback.

The market for the required skills is very niche and the number of remaining candidates for next week is limited. By the end of next week, we aim to have finished screening all remaining prospects sourced as well as any late applicants or respondents, with the goal of screen interviewing any potential matches and be in a position to present a final round of shortlisted and longlisted candidates for your review, feedback and interview.



■ Longlisted-9 CVs attached
■ Not interested - 400 candidates
■ Rejected-10 were not considered any further

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Silicon Valley Associates Recruitment

From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]

Subject: **Final Report for Technical Sales/Support Specialist**

Attention: [Redacted]

Date: 10 / 03 / 2023


Dear [Redacted],

Search Campaign for the Technical Sales/Support Specialist Role

- Since the start of the campaign kick-off, we have reached out to a total of 925 potential candidates for the role mentioned above in both Hong Kong and China regions.
- However, after the initial screening, most of these candidates are not proceeded for reasons such as lack of technical knowledge, not interested with jumping to another job, not open for relocation to Hong Kong (China candidates), and many more specific reasons.
- Only 33 candidates have made it past the screening call with SVA.
- There were eight (8) candidate longlisted for further profile review.
- Three (3) of them were proceeded to first interviews with [Redacted].
- Two (2) of them were able to get to second face-to-face interviews with [Redacted] in office: Lawrence and Kwok.
- Among these two candidates, only one had the chance to get an offer: [Redacted].

Search Campaign Conclusion

- After being offered the position, [Redacted] has been successfully hired by last September 01, 2023.
- The other candidate in the farthest progress, [Redacted], has been put as a back up candidate if in any case [Redacted] wants to hire another guy for the same position later this year.



■ Longlisted
■ Shortlisted
■ 1st interviews (Emmeline)
■ 2nd Interviews (Lawrence)
■ Offer/Hired (Kwok)

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21.) Presented by deadline the final Shortlisted Candidates who fit criteria, with CVs & Summary notes

Technical Sales / Pre-Sales Engineer

Ref: 557 | Permanent | Pre-Sales (IC) | Asia Pacific Ltd

Updated: 31/8/2023

Notes Record Notes

Email .asia

\$0

More Actions

Summary Potential Matches (436) Considering (0/7) Recruiter Interviews (0/9) **CVs Sent (0/8)** Employer Interviews (0/2) Offers (0) Placements (1)

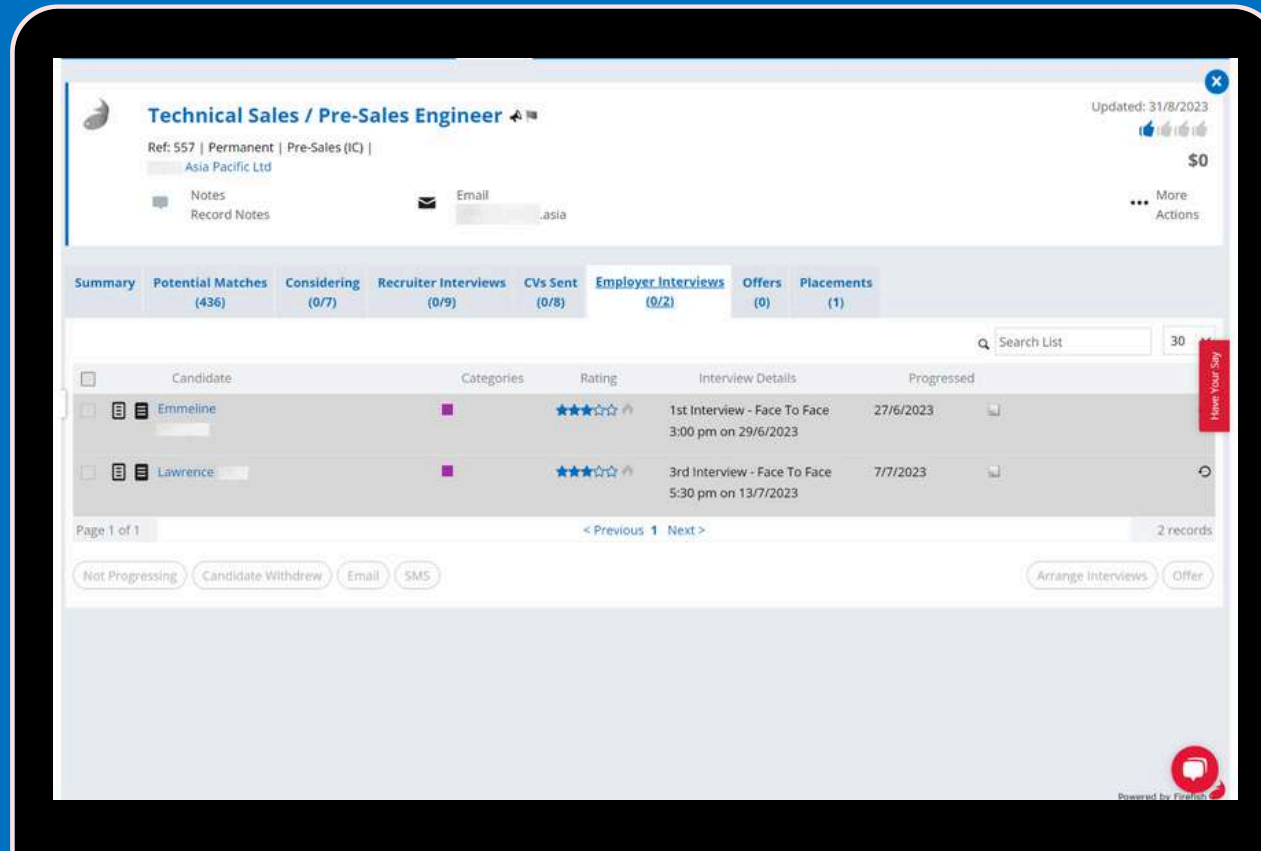
Search List 30

Candidate	Categories	Rating	Available	Progressed
Frankie		★★★★☆	1 Month	8/6/2023
Hiu		★★★★☆	1 Month	8/6/2023
Tsz		★★★★☆	1 Month	6/6/2023
Jeff		★★★★☆	1 Month	1/6/2023
Pietro		★★★★☆		6/6/2023
Ray		★★★★☆	None	7/6/2023
Eric		★★★★☆	None	5/6/2023
Kenny		★★★★☆	1 Week	5/6/2023

Page 1 of 1 < Previous 1 Next > 8 records

Have Your Say

22.) Arrange Interviews with Candidates of interest



23.) Continue to send over late applications screened and matching, for Interview consideration or back-up

<> Silicon Valley Associates
Recruitment

Kwok

<> Silicon Valley Associates
Recruitment

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Tsim Sha Tsui, Hong Kong
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RECRUITER SUMMARY			
Name:	Kwok	Date	11 / 07 / 2023
Nationality	Hong Konger	Residence	Hong Kong
Experience Summary	5+ years of experience in the Current & Previous Employers and jobs include: Contract Assistant Land Surveyor at Survey Officer (Engineering) at Land Surveying Graduate at Contract Survey Officer (Land) at	Education	Bachelor of Science (Honours) in Geomatics (Land Surveying) Sep 2016 – Jun 2018 University Member of the
Motives & Seeking	Is actively looking for a job right now because current job is contractual only and wants to find a job that can apply his advance skillset as a professional. Open for the technical sales role.	Languages	English – Fluent Cantonese – Native Mandarin – Native
Recent / Current Salary	\$30K HKD per month + 15% Gratuity after contract	Expected Salary	\$Negotiable
Notice Period	Will be available in 2 months when his current contract end	Interview Availability	Weekday Afternoons/Evenings
Interview Assessment Notes	<p>1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs? Currently an Assistant Land Surveyor at in which he is responsible for supervising the whole job flow and receive requests from their users. Before that, he was a Survey Officer as well for the Civil Engineering and Development Department where he was involved in more technical role such as using drones, UAVs, taking photo and 3D models from laser scanners. Was also a Land Surveying Graduate and had another contractual role as a Survey Officer both in the Lands Department.</p> <p>2. What skill(s) / experience would you self-describe as strongest or specialist in? Strongest skill would be his experience with aerial laser scanning and his great familiarity with UAVs and laser scanners. Rates himself a 5 out of 5 in using it.</p> <p>3. Do you have the list of key criteria's according to the clients' requirements? Very familiar with LIDAR Technology and Laser Scanning during his previous jobs and also during his university days. Day-to-day job includes mapping and surveying so he's very good with it. Also consistently working in the government before. No problem with talking and presenting himself to people.</p>		
Recruiters	Victor Chan, Senior IT Recruiter & Talent Broker 4652 6700 6472 vchan@siliconvalleyassociates.com Allen Nkolie Ibea, Sourcing Associate info@sva-recruitment.com	Employment Agency	Silicon Valley Associates Recruitment (Hong Kong) Limited 907, 9th floor, Silvercord Tower 2, 30 Canton Rd Tsim Sha Tsui, Kowloon, Hong Kong EA Licence Number: 68768
Job-Seeker Agreement	The Candidate has agreed that Silicon Valley Associates Recruitment may disclose their profile to potential employers for the purpose of seeking new employment. Silicon Valley Associates Recruitment will never charge any fees from job seekers.	Potential Employer Terms	Interested parties and companies apply to all requests, offers and agreements regarding the provision of services, and available upon request. These can be sent to you on request or can be found on our website: www.siliconvalleyassociates.com

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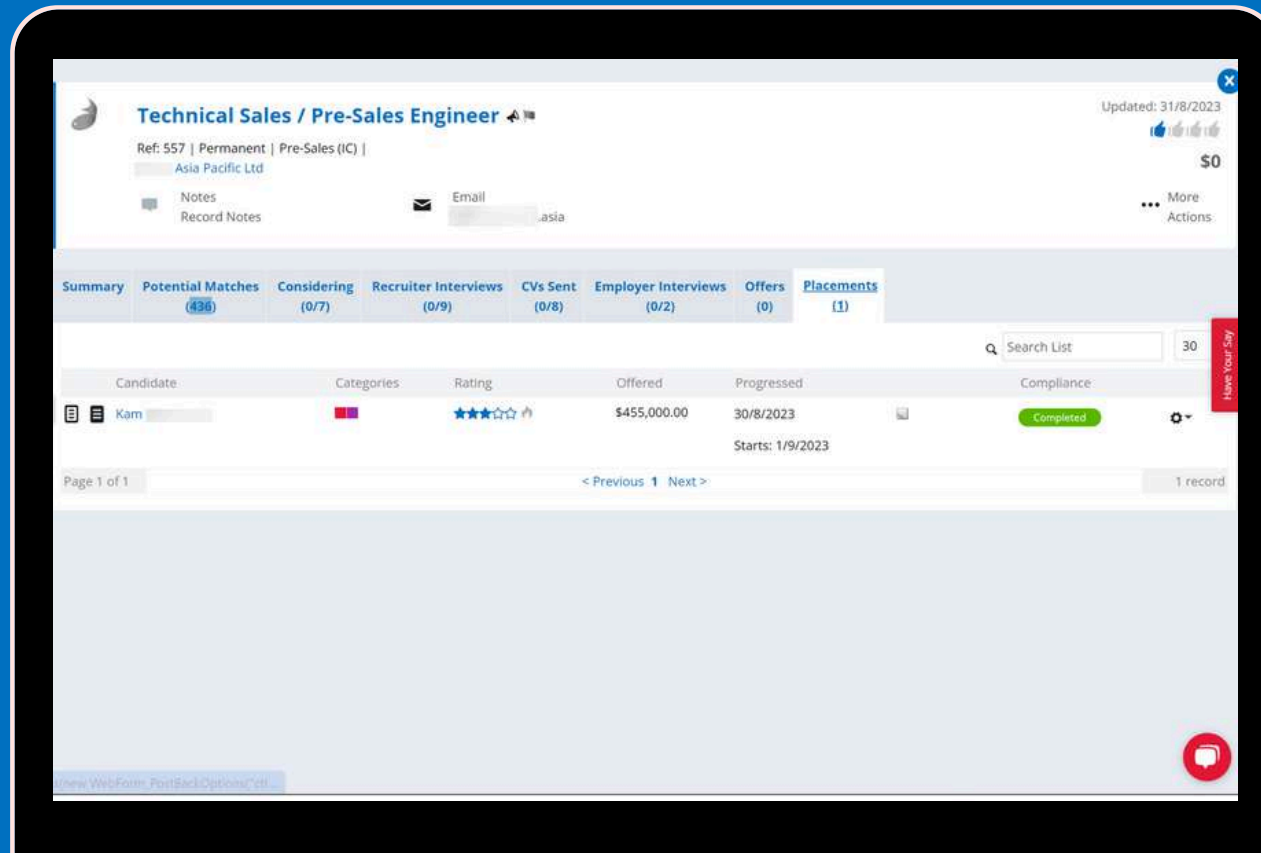
H: vchan@siliconvalleyassociates.com

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E: info@sva-recruitment.com

Page 1 of 3

26.) Decide together on successful Candidate to offer, along with back-up Candidate(s)



27.) Conduct Final Reference Checks



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Recruitment

From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441

To:
Limited
BOROKO,
NCD, Papua New Guinea

Subject:
Attention: REFERENCE CHECK- JULIUS
Date: 23 / 11 / 2023, General Manager

REFERENCE DETAILS	
Date of Reference	23 / 11 / 2023
Consultant Name	Victor Chen, +852 6700 6472, Victor.chen@svarecruitment.com
Candidate Name	Julius
Reference Name	Rashelle
Reference Company	Philippines
Reference Job Title	HR VP
Reference Contact Details	+63 (920)

REFERENCE CHECK	
What was their job & responsibilities in the company?	Julius' role was the IT Director, he's responsible for two aspects of the job: hardware & software of the overall technology support for the Philippines sites: Manila, Iloilo. He also manages their business units, the IT shared services or service desk center of the company.
What was your relationship with the candidate?	Rashelle is his HR, they are familiar with each other since Julius is one of the pioneers for. She is the one who sourced for him way back 2012.
When did they start and finish in the company?	Started from 2012 and ended last 2022.
Reason for Leaving?	Another offer from another organization, built a family business with his daughter.
How would you describe their Work ethic / attitude?	In terms of work ethics, he is a hardworking guy since he was part of the pioneering team; he was in the executive but also knows when and how to do the tasks of his people. He can lead by example especially for the IT guys.
How were their results like?	He was considered for different role so he was able to gain the trust and confidence of the senior leaders for him to be assigned to Iloilo. He grew the team from 5-10 up to 500 FTE only for his team, also supporting 5000 employees.
How did they get along within the team?	Julius is a very personable guy, knows the language of his people and very easy to connect with him.
How is their attendance & punctuality?	He is in a director position, he's in a flexible long working hours. He would always be there whenever there's any work required.
How was their communication (verbally/writing)?	4 out of 5 in communication, great with communicating.
What would you say is their strengths?	His technical expertise, entrepreneurial spirit, he also established his own call center so he knew how to handle a business; these things will be essential for them as Rashelle thought before.
Any weaknesses or areas can help their development?	Focus would be an area where he can grow and develop into since he was handling so many things at the same time and since it was in efficiency mode, it was hard for

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Silicon Valley Associates
Recruitment

From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441

To:
Limited
BOROKO,
NCD, Papua New Guinea

Subject:
Attention: REFERENCE CHECK- JULIUS
Date: 23 / 11 / 2023, General Manager


REFERENCE DETAILS	
Date of Reference	23 / 11 / 2023
Consultant Name	Victor Chen, +852 6700 6472, Victor.chen@svarecruitment.com
Candidate Name	Julius
Reference Name	Peter
Reference Company	Office
Reference Job Title	Head of IT Operations/Senior Director
Reference Contact Details	+61 4

REFERENCE CHECK	
What was their job & responsibilities in the company?	Julius was the Senior Director of Technology for the Shared Services in the Philippines where he headed the technology division of that shared services.
What was your relationship with the candidate?	Peter and Julius were close colleagues and the two of them reported to the same director in the US. Some of Julius' team members reported to Peter under a matrix structure so had to work very closely together. Known Julius for about a decade now.
When did they start and finish in the company?	
Reason for Leaving?	Have been only in touch with him a few times since he left the company and doesn't have any information about his departure.
How would you describe their Work ethic / attitude?	Julius had been with the company for a long time, started in a fairly junior role and worked himself into a directorship role: he was dedicated and very loyal in terms of the company's directives. Julius also always involved others and a good communicator in a consensual style of management.
How were their results like?	His understanding was the Shared services center was a very successful center and as a result, directors have invested more and more into the center during Julius' time. It was purely a technology center but grew into more platforms, including financial, logistics, cloud computing, development, network services, because of its success.
How did they get along within the team?	He was a very easy person to deal with, very communicative and always involving others in the task and challenges that he was working on. He has a very loyal team, he drew people in and made them feel part of what they were working on. He was respected and he made Peter's job easier by working with him.
How is their attendance & punctuality?	Nothing out of the ordinary, he had sick days but in the normal days, he was a real workaholic. There are times when it's out of office hours but he would still answer calls from the company. He would work till the job is finished and when required.
How was their communication (verbally/writing)?	His English was good and his communication style is very collaborative and inclusive. Brought things down to a level that people could understand. He was caring and his communication style made them feel part and parcel of what they were doing.
What would you say is their strengths?	Strong in dealing and working with people, no doubt about that. He knows how to bring people on his side. Also winning over people to get them to contribute at the same cause. He's able to dumb down technical issues to a level that other non-IT

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Page 1 of 2

28.) Offer Management to successfully close the preferred Candidate(s)

Offer Confirmation

 Employment Contract.pdf
216 KB

Hi Marcos,

I have the pleasure of providing the following details:

Candidate Name:

Kwok

Candidate Address:

Avenue,

Kowloon Hong Kong

Mobile:

+852

Email Address

.ai

Date of Birth:

July 1997

Thank you again for giving us the opportunity to fill this vacancy and I look forward to assisting you with any future positions.

Your feedback means a lot to us, so if there is anything we can do to improve our service we are keen to know. If you are very happy with the experience you have had, an online review or testimonial on our

31.) Assist successful Candidate in Resignation, notice period (if applicable) and preonboarding

Kwok First Week - Feedback



Silicon Valley Associates Recruitment

To: Marcos (redacted).asia>



Tue 9/12/2023 8:58 AM

Cc: Victor Chen

Hi Marcos,

Good morning!

I had a quick call with Kwok yesterday to see how his first week went and wanted to share the feedback with you.

Kwok said that he's doing quite well in his first week. He mostly did introductions with (redacted), software training with the equipment, and he thinks soon, will be training for the hardware side as well. He mentioned he is working in the office with Marcos and some other colleagues. He is looking forward to working with other teammates as well in Austria and Australia in the future. He also joined some potential customer meetings and is listening/observing how Marcos is doing it.

So far, he doesn't have any concerns and is working smoothly with (redacted).

If you need anything else, or have any other positions you require help, please do let me know

Kwok Second Month - Feedback



Silicon Valley Associates Recruitment

To: Marcos (redacted).asia>



Tue 11/7/2023 2:43 PM

Cc: Victor Chen

Hi, Marcos.

Good afternoon and hope you're doing well.

Just want to update you that I had a call with Kwok yesterday to catch up on his second month with (redacted) and wanted to share the conversation with you.

He mentions that during his 2nd month, he did some more training and now starting to work on equipment demos in HK. He is also already doing office work and will be flying a UAV drone soon. He is also in touch with his colleagues/teammates from Austria and he's enjoying the work with them. He is also now involved with client meetings and keenly observing/listening to how Marcos does it. Kwok is also okay with the workload most of the time, there are times that it's a bit heavy but Marcos is always open to adjustments and he finds it all alright.

For now, he doesn't have any concerns or questions. And we are just wondering if you would be open to another candidate for the same position with Kwok this year or early next year? We would be happy to help with further requirements.

32.) Arranging follow up feedback with each party after Onboarding on 1st Day, 1st Week, 1st Month and 3rd Month

Kwok First Week - Feedback



Silicon Valley Associates Recruitment

To: Marcos (redacted).asia>



Tue 9/12/2023 8:58 AM

Cc: Victor Chen

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Kwok Second Month - Feedback



Silicon Valley Associates Recruitment

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For now, he doesn't have any concerns or questions. And we are just wondering if you would be open to another candidate for the same position with Kwok this year or early next year? We would be happy to help with further requirements.

35.) Request your Satisfaction Survey, Testimonial, and preferred Charity for our donation




Example PROJECT #2



Silicon Valley Associates
Recruitment

1. Settle Terms

Silicon Valley Associates Recruitment

From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong

To:
[Redacted]
Hong Kong?

Subject:
Confirmation of Terms and Conditions

Attention:
Customer Delivery

Date:
03 / 11 / 2023

Seen, Signed and Chop on behalf

Date: 11/28/2023


Seen, Signed and Chop on behalf of Silicon Valley Associates Recruitment (Hong Kong) Limited

Date: 11/28/2023

Silicon Valley Associates Recruitment (Hong Kong) Limited - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong
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Version 2 Page 1 of 1


Doc ID: 85ae4eb60e500ef8e2d526499915da5a24d3f6

3. Define Role, Profile and Final Key Criteria's

Victor Chen

To: Paul
Cc: Catherine Wu; +1 other

Date: Wed 10/25/2023 3:02 PM

 2023 SVA Corporate Overview... 16 MB

Hi Paul

Very nice to speak to you yesterday. Thanks for connecting.

- Below are my notes from the call, just to make sure I did not misunderstand anything?
 - Current PM has relocated to UK. CLP is the client in HK
 - Looking for experienced replacement with background in Energy, Utiliy. Ideally some exposure to CLP as well.
 - Technical IT project manager. background, with SAAS delivery and able to manage clients. Experienced with AWS, Azure or any one of the cloud providers.
 - Fluent Cantonese and English.
- Pls see attached our latest company intro, where you can find more about us. Key terms would be near the end. I would be happy to share your feedback with my Director in case of some discussion points.
- I can ask my recruiter in HK to check if there is anyone on hand we could recommend immediately.

Feel free to DIY our website as well, in case someone catches your eye: <https://www.svarecruitment.com/current-candidates.aspx>

4. Agree Project Plan and Shortlist Deadline

From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To:
Hong Kong ?

Subject:
Search Proposal

Attention:
Customer Delivery

Date:
06 / 12 / 2023

Dear Marces,
We propose the following 35-step Project and timeframe to secure the best candidate(s) in the fastest time:

Stage	Task	Deadline
Stage 1 - Preparation	1. Sign-Off Terms	By Friday 8th December
	2. Search Deposit Received	
	3. Call- Define Role, Profile and Final Key Criteria Parameters for Candidates	
	4. Call- Introduce Project Team and Specialized Recruiter(s)	
	5. Confirmed Project Plan and Shortlist Deadline	
	6. Confirmed List of Target Companies	
	7. Confirmed Final Key Criteria Parameters	
Stage 2 - Sourcing & Screening	8. Screen CVs from Database and engage - Dec 4 (Monday)	Kick-Off Monday 4th December
	9. Execute Referral scheme for Recommendations - Dec 5 (Tuesday)	
	10. Map and engage suitable Profiles in target companies - Dec 5 (Wednesday)	
	11. Map and engage suitable Profiles on professional Social Networks - Dec 7 (Thursday)	
	12. Strategically place targeted Adverts across multiple Job Boards - Dec 8 (Friday)	
	13. Place targeted PPC Ads across Search Engines - Dec 11 (Monday)	
	14. Send Newsletter to +30k Database for applicants - Dec 12 (Tuesday)	
	15. Posts in relevant niche online groups and forums - Dec 13 (Wednesday)	
	16. Approach suggested talent Client knows of and would like to feel out - Dec 14 (Thursday)	
	17. Assess any applicants Client might receive directly - Dec 15 (Fri)	
Stage 3 - Short Listing	18. Screen all long-listed applicants against Key Criteria	Shortlist Soft Deadline: Friday 8th December
	19. Provide weekly report on search progress, market feedback and CVs so far (even if not shortlisted). Continuous adjustments to be made	
	20. Send over potential screened, matching Candidate's CV & Summary notes for review and interview by Soft Deadline	
	21. Presented by deadline the final 3-to-5 Shortlisted Candidates who fit criteria, with CVs & Summary notes by Hard Deadline	
	22. Schedule Interviews with Candidates	
	23. Continue to send over late applications screened and matching, for Interview consideration or back-up (Post 15th of December)	
Stage 4 - Interviews	24. Prep call for Candidate Interviews	Interviews from Wednesday 6th December
	25. Debrief call after interviews and decide on Candidates for next interviews	
	26. Decide together on chosen Candidate to offer, along with Candidate(s) to keep as back-up	
	27. Conduct Final Reference Checks	
Stage 5 - Placement	28. Offer Management to successfully close the preferred Candidate(s) for the job	Offer by last week of Dec
	29. Keep back-up Candidate(s) warm in case preferred Candidate(s) changes	
	30. Assist successful Candidate in Resignation, notice period (if applicable) and pre-onboarding	
	31. Reject all other back-up Candidates on your behalf	
	32. Arranging follow up feedback with each party after Onboarding on 1st Day, 1st Week, 1st Month and 3rd Month	
	33. Receive adjusted final Placement Fee	
	34. Continue to send New Candidates as back up in case of need for immediate replacement	
	35. Request your Satisfaction Survey, Testimonial, and preferred Charity for our donation	

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Version 2 Page 1 of 1

6. Define List of Target Companies

From:
Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Business Registration Number: 69962241-000-10-20-4
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To:
Hong Kong ?

Subject:
Target List of Initial Companies

Attention:
Customer Delivery

Date:
06 / 12 / 2023

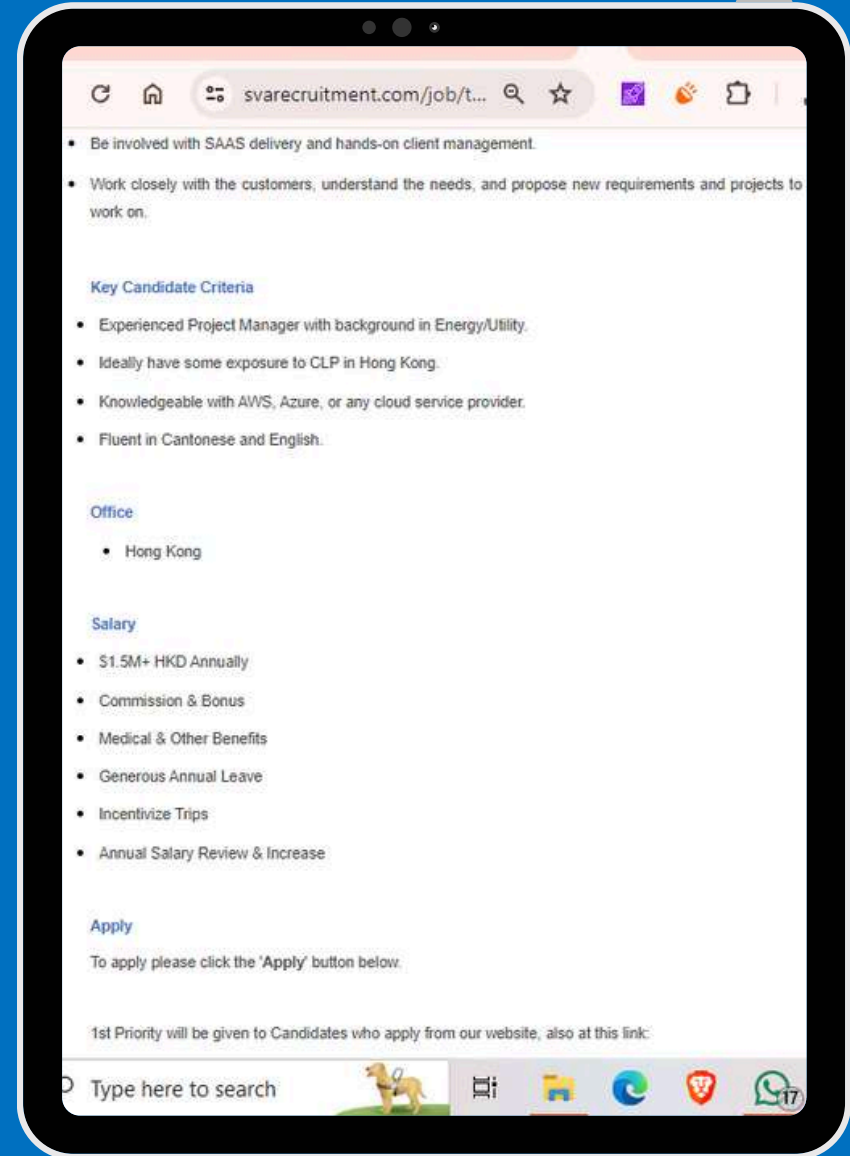
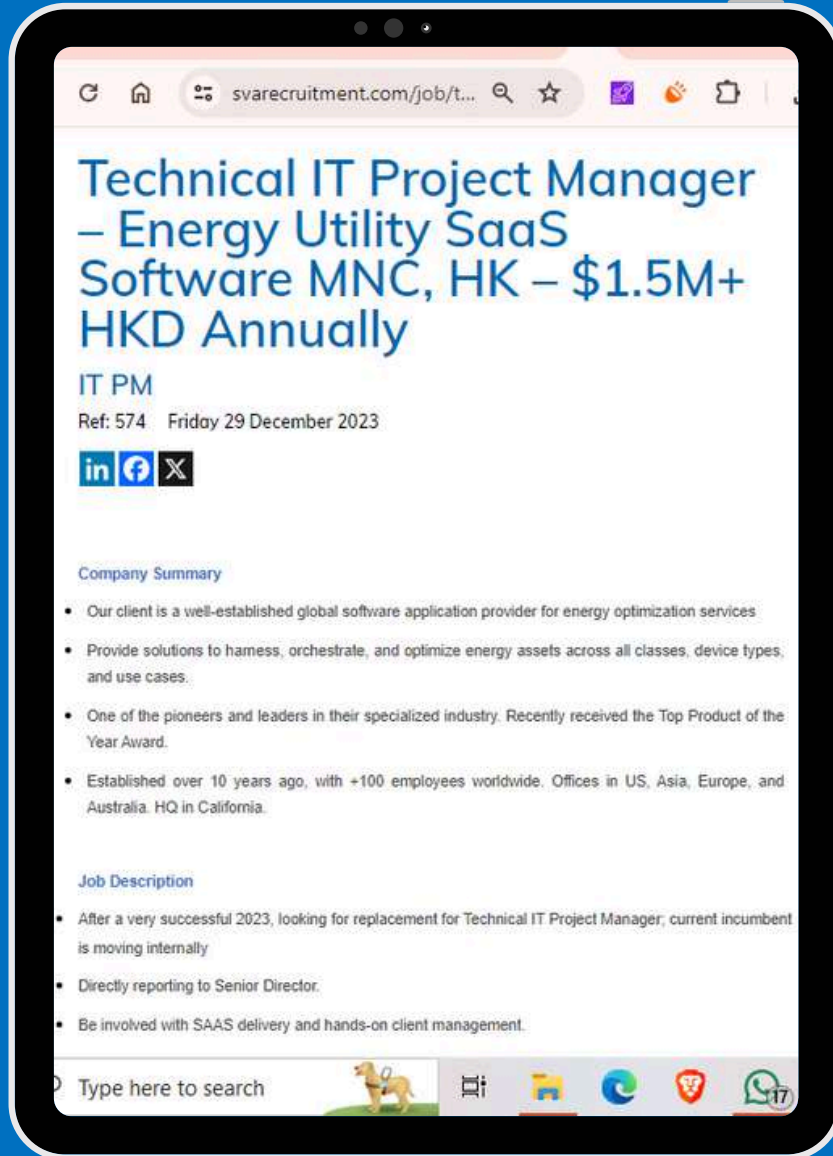
Target HK companies that is similar to CLP Power	1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	06/12/2023
				nited									
				ational Inc.									
				nal Development Limited									
				Corporation Limited									
				mpany Limited									
				ergy Development									
				tion Limited									
				ERNATIONAL COMPANY,									
				co									
Any Other Companies suggested by Client	13.												
Any Other Associated Tech Industries suggested by Client	14.												

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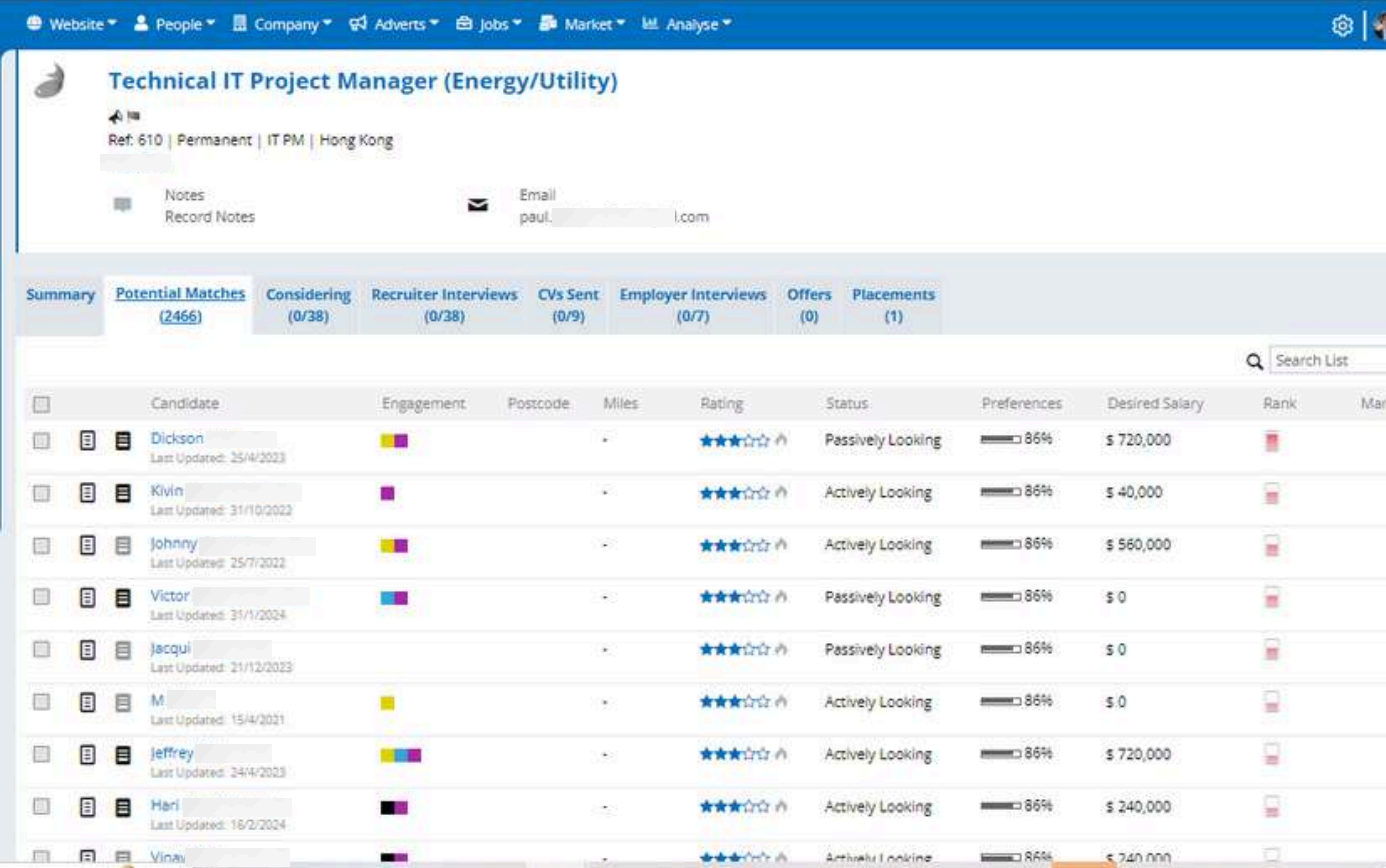
W: svarecruitment.com T: +852-6700-6472 E: info@svarecruitment.com

Version 2 Page 1 of 1

7. Agree on Job Advert wording



8. Screen CVs from Database of +30000 and engage



Technical IT Project Manager (Energy/Utility)
Ref: 610 | Permanent | IT PM | Hong Kong

Notes: Record Notes | Email: paul._____.com

Summary | **Potential Matches (2466)** | Considering (0/38) | Recruiter Interviews (0/38) | CVs Sent (0/9) | Employer Interviews (0/7) | Offers (0) | Placements (1)

Search List

	Candidate	Engagement	Postcode	Miles	Rating	Status	Preferences	Desired Salary	Rank	Mar
<input type="checkbox"/>	Dickson Last Updated: 25/4/2023			-	★★★★☆	Passively Looking	86%	\$ 720,000		
<input type="checkbox"/>	Kivin Last Updated: 31/10/2022			-	★★★★☆	Actively Looking	86%	\$ 40,000		
<input type="checkbox"/>	Johnny Last Updated: 25/7/2022			-	★★★★☆	Actively Looking	86%	\$ 560,000		
<input type="checkbox"/>	Victor Last Updated: 31/1/2024			-	★★★★☆	Passively Looking	86%	\$ 0		
<input type="checkbox"/>	Jacqui Last Updated: 21/12/2023			-	★★★★☆	Passively Looking	86%	\$ 0		
<input type="checkbox"/>	M Last Updated: 15/4/2021			-	★★★★☆	Actively Looking	86%	\$ 0		
<input type="checkbox"/>	Jeffrey Last Updated: 24/4/2023			-	★★★★☆	Actively Looking	86%	\$ 720,000		
<input type="checkbox"/>	Hari Last Updated: 16/2/2024			-	★★★★☆	Actively Looking	86%	\$ 240,000		
<input type="checkbox"/>	Vinay			-	★★★★☆	Actively Looking	86%	\$ 740,000		

Search Process



Silicon Valley Associates
Recruitment

10.) Map and engage suitable Profiles on Social Network

The screenshot displays the LINKEDHELPER 2 web application interface. The top navigation bar includes the logo, user profile (Allen Nicole Rea), and a 'Start' button. The main header shows the campaign name '2ND PROJECT MANAGER ENERGY UTILITY CLOUD SAAS' and its status 'Stopped'. Below this, a tabbed interface shows 'Queue', 'Processing', 'Processed', 'Successful', and 'Failed' sections. The 'Queue' tab is active, displaying a list of profiles with checkboxes, names, titles, and execution details. A sidebar on the left provides campaign statistics and navigation options. A right sidebar contains filter settings for various profile attributes.

LINKEDHELPER²
Allen Nicole Rea
Standard license expires in 260 days
Email Finder balance: 2565

2ND PROJECT MANAGER ENERGY UTILITY CLOUD SAAS
Stopped

Workflow | **Lists** | Dashboard | Statistics

Queue | Processing | Processed | Successful | Failed

All 0 / 945 | Select rows to see more features

Profile	Added to queue	Will be executed in	Target platform
<input type="checkbox"/> Lok [redacted] Freelance Project Manager [redacted]	Mar 6, 2024, 5:42 PM	LinkedIn	LinkedIn
<input type="checkbox"/> Ivy [redacted] Project Manager [redacted]	Mar 6, 2024, 5:42 PM	LinkedIn	LinkedIn
<input type="checkbox"/> Alfred [redacted] Project Manager - [redacted]	Mar 6, 2024, 5:42 PM	LinkedIn	LinkedIn
<input type="checkbox"/> Sorla [redacted] Project Manager	Mar 6, 2024, 5:42 PM	LinkedIn	LinkedIn
<input type="checkbox"/> Alice [redacted] Project Manager	Mar 6, 2024, 5:42 PM	LinkedIn	LinkedIn

Filters:

- First name: [First name] Set Not set
- Last name: [Last name] Set Not set
- Company: [Company] Set Not set
- Position: [Position] Set Not set
- Email: [Email] Set Not set
- Phone: [Phone] Set Not set
- Headline: [Headline] Set Not set

Start campaign

LinkedIn | Plug-in Store | Dashboard | Settings | Need help?

Weekly invitations limit | Knowledge base

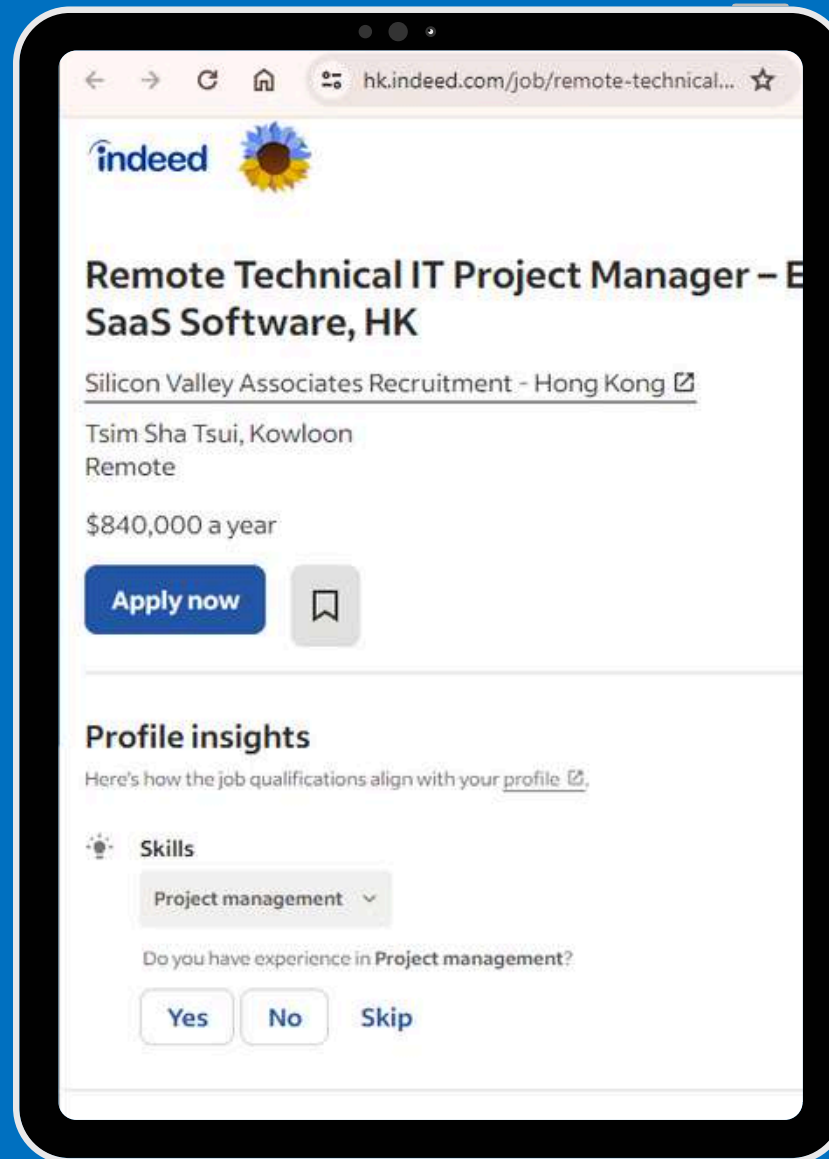
1 2 3 4 5 6 7 8 9 10 > 100 rows

Search Process



Silicon Valley Associates
Recruitment

11. Place targeted Job Adverts across multiple Boards



12.) Place targeted PPC Ads across Search, Social Media

All campaigns

View auto-apply activity - 1 recommendation was automatically applied from 12/18/23 to 12/24/23. Dismiss

You're using the previous Google Ads design. Switch to the new design to experience a more focused and efficient Google Ads. Learn more Dismiss

Campaign status: Enabled, Paused Ad group status: Enabled, Paused Add filter

Create

Campaigns

Custom Dec 1 - 21, 2023

	Campaign	Budget	Status	Optimization score	Campaign type	Clicks	Impr.	CTR	Avg.
<input type="checkbox"/>	Competitors Ads - Dubai	HK\$55.00/day	Paused	—	Search	192	1,430	13.43%	HK\$
<input type="checkbox"/>	Competitor Ads - Hong Kong	HK\$75.00/day	Paused	—	Search	42	1,166	3.54%	HK\$
<input type="checkbox"/>	IT Project Manager Hong Kong	HK\$20.00/day	Paused Bid strategy learning	—	Search	0	0	—	—
<input type="checkbox"/>	Technical Sales Hong Kong	HK\$10.00/day	Paused	—	Search	0	0	—	—
Total: All but removed campaigns in your ...						234	2,616	8.94%	HK\$
Total: Account						234	2,616	8.94%	HK\$
Total: Search campaigns						234	2,616	8.94%	HK\$

Reporting is not real-time. Time zone for all dates and times: (GMT+08:00) Hong Kong Standard Time. Learn more
Some inventory may be provided through third party intermediaries.
You'll see Media Rating Council (MRC) accreditation noted in the column header's hover text for accredited metrics.

Get the Google Ads Set up an

18. Screen (f2f if possible) all Long-Listed Candidates

Technical IT Project Manager (Energy/Utility)
Ref: 610 | Permanent | IT PM | Hong Kong

Notes: Record Notes | Email: paul:

Summary | Potential Matches (2467) | Considering (0/38) | **Recruiter Interviews (0/38)** | CVs Sent (0/9) | Employer Interviews (0/7) | Offers (0) | Placements (1)

Candidate	Categories	Rating	Interview Details	Progressed
Joyce		★★★★☆	Assessment Event - Phone 9:00 am on 14/3/2024	14/3/2024
Jacob		★★★★☆	Assessment Event - Phone 10:00 am on 9/2/2024	9/2/2024
Richard		★★★★☆	Assessment Event - Phone 10:00 am on 8/2/2024	8/2/2024
William		★★★★☆	Assessment Event - Phone 9:00 am on 6/2/2024	6/2/2024
Kim		★★★★☆	Assessment Event - Phone 9:00 am on 6/2/2024	6/2/2024

19.) Send over immediately any screened, matching Candidate's CV & Summary notes for your review

Technical IT Project Manager (Energy/Utility) - New Candidates Applied & Screened

2. Ideally have some exposure to CLP in Hong Kong

CANDICE ✓ Familiar with CLP since she has worked for Hong Kong Electric before and was involved in delivering their RFID equipment management system.

JUSTINA ✓ Current

3. Knowledgeable

CANDICE ✓ More

JUSTINA ✓ Know

4. Involved with S

CANDICE ✓ Was customization, data buying.

JUSTINA ✓ Was analysis.

5. Fluent in Canton

CANDICE ✓ Flu

JUSTINA ✓ Flu

They would be av the ones previous

Technical IT Project Manager (Energy/Utility) - New Candidates Applied & Screened

Victor Chen
To: paul
Cc: Silicon Valley Associates Recruitment
Fri 12/1/2023 4:22 PM

Zhao CV SVA(3).docx
100 KB

Justina CV SVA(3).docx
92 KB

2 attachments (192 KB) Save all to OneDrive · Silicon Valley Associates Recruitment Download all

Hi Paul,

Good news! We think we have a really good candidate(s) here for you to check, who are also in demand and have some other offers at the moment. Hopefully, we can proceed them to interview next week.

The following candidate(s) were filtered through for the Technical IT Project Manager role:

Candice Justina

We have screened them on all the agreed criteria's, and they passed successfully, with interview notes below:

1. Experienced Project Manager with a background in Energy/Utility

CANDICE ✓ Has 5+ years of experience in project management, has experience in the energy industry when she worked for Creer Engineering and Nanofiltration Technology.

JUSTINA ✓ Has 3+ years of experience in the project management industry and strong experience with the energy industry.

2. Ideally have some exposure to CLP in Hong Kong

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CURRICULUM VITAE OF

Silicon Valley Associates Recruitment

RECRUITER SUMMARY			
Name	Candice	Date	08 / 11 / 2023
Nationality	Chinese	Residence	Hong Kong
Experience Summary	5+ years of experience as a project manager Include: Assistant Project Manager at LIMITED Business Analyst at ENTERTAINMENT TECHNOLOGY LIMITED Project Assistant at HK LIMITED Assistant Engineer at CORPORATION LIMITED Pre-Sales Technical Consultant at LTD. Assistant Project Engineer at LIMITED	Education	(M.Sc in Merit) Green Technology (Energy) UNIVERSITY (B.Eng) Engineering Mechanics UNIVERSITY OF PMP Certified
Motives & Seeking	Is actively looking for a job right now because wants to have more experience with different industry, more growth, and wants to improve her sales skills. Open for the technical IT project manager role.	Languages	English - Fluent Mandarin - Native Cantonese - Fluent
Recent / Current Salary	\$30K HKD per month	Expected Salary	\$35K+ HKD per month
Notice Period	1 month	Interview Availability	Requires a day notice (12PM-2PM)
Interview Assessment Notes	<p>1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs?</p> <p>Have been working in Hong Kong for about 6 years now. She mostly do project coordinator works, business analyst, and now she's an assistant project manager. Most of the industries that she has worked in are in the engineering, manufacturing, and IT industry. Currently in Limited, she is working as an Assistant Project Manager wherein she's responsible for handling projects for the NGO, she's handling the project schedules, resources arrangements, and most of the time, she is the one to present their solutions and gather user requirements at the same time.</p> <p>2. What skill(s) / experience would you self-describe as strongest or specialist in?</p> <p>Strongest skill would be her skills in handling the overall plan for a project, designing system, and also can handle all the documentations. Rates herself a 4 out of 5 since she can do work but still needs to improve and continue to learn.</p> <p>3. Do you have the lists of key criteria's according to the clients' requirements?</p> <p>She has 5+ years of experience in project management and has experience with energy during her time in Limited and Technology Limited. Also familiar with CLP and has worked for a company very similar to it before, Hong Kong Electric. She helped deliver the RFID equipment management system for the Hong Kong Electric wherein they provided the tagging services, RFID scanners integrated with equipment management system for them. This project is about 1 million and lasted around 1 year. She's in the project to handle the progress planning, monitoring, and implementation and regularly report to the clients. She also did most of her projects using a cloud service so she's familiar with AWS, Azure. They also deployed and used SaaS before for most of the IT jobs that she handled. She was involved in the configuration & customization, data migration, training & onboarding, QA, deployment & go-live stage for most of her SaaS implementations. At that time, they developed the system which is open to the public.</p>		

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Page 1 of 4

20.) Provide weekly report on search progress, market feedback and CVs (even if not shortlisted)

- SVA Recruitment Weekly Report 2

BRIAN ✓ Has 15-20 years of total experience in project management.
KELVIN ✓ Has 20+ years of total experience in project management; quite strong in it.

2. Ideally have some exposure to CLP in Hong Kong.
JUN ✓ Has been handling lots of CLP E&M projects for about 10+ years now so he's familiar with the company.

BRIAN ✓
KELVIN ✓
cabling.

- SVA Recruitment Weekly Report 2

Silicon Valley Associates Recruitment
To: Paul
Cc: Victor Chen

3. Knowl
JUN ✗
BRIAN ✓
KELVIN ✓

4. Involve
JUN ✗
BRIAN ✓
KELVIN ✓

5. Fluent
JUN ✓
BRIAN ✓
KELVIN ✓

6. Salary
JUN ✓
BRIAN ✓
KELVIN ✓

They wo

Hi, Paul,

Good morning and Happy Friday!

Attached is our **report** for this week, with further information regarding the search so far. We would also like to know if there's any candidate or talent from your side that you want us to approach, and potentially screen in the coming days? Would be glad to help as well in screening any applicants that you might have received directly.

Additionally, we have some candidates here that we've screened this week, although we are not going to shortlist them because of the reasons that will be mentioned below; we thought you might be interested to have a look and run by your opinions as well.

The following candidate(s) were filtered through for the Technical IT Project Manager role:
Kang Jun, Brian Yue, Kelvin Lo

They were a close fit for the role, but not a 100% match, as I will explain below.

1. Experienced Project Manager with a background in Energy/Utility
JUN ✓ Has 5+ years of experience in project management for the energy industry.
BRIAN ✓ Has 15-20 years of total experience in project management.

Silicon Valley Associates Recruitment

RECRUITER SUMMARY

Name: Kang Date: 11/12/2023

Silicon Valley Associates Recruitment

RECRUITER SUMMARY

Name: Justina Date: 19/11/2023

Silicon Valley Associates Recruitment

RECRUITER SUMMARY

Name: Kelvin Date: 13/12/2023

Silicon Valley Associates Recruitment

RECRUITER SUMMARY

Name: Candice Date: 08/11/2023

Names	Candice	Date	08/11/2023
Nationality	Chinese	Residence	Hong Kong
Experience Summary	5+ years of experience as a project manager Current & Previous Employers and Jobs Include: Assistant Project Manager at [REDACTED] LIMITED Business Analyst at [REDACTED] Research Assistant at [REDACTED] TECHNOLOGY LIMITED Project Assistant at [REDACTED] HK LIMITED Assistant Engineer at [REDACTED] CORPORATION LIMITED Pre-Sales Technical Consultant at [REDACTED] LTD. Assistant Project Engineer at [REDACTED] LIMITED	Education	(M.Sc. in Merit) Green Technology (Energy) UNIVERSITY (B.Eng) Engineering Mechanics UNIVERSITY OF [REDACTED] PMP Certified
Motives & Seeking	Is actively looking for a job right now because wants to have more experience with different industry, more growth, and wants to improve her sales skills. Open for the technical IT project manager role.	Languages	English - Fluent Mandarin - Native Cantonese - Fluent
Recent / Current Salary	\$30K HKD per month	Expected Salary	\$35K+ HKD per month
Notice Period	1 month	Interview Availability	Requires a day notice (12PM-2PM)
Interview Assessment Notes	<p>1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs? Have been working in Hong Kong for about 6 years now. She mostly do project coordinator works, business analyst, and now she's an assistant project manager. Most of the industries that she has worked in are in the engineering, manufacturing, and IT industry. Currently in [REDACTED] Limited, she is working as an Assistant Project Manager wherein she's responsible for handling projects for the NGO, she's handling the project schedules, resources arrangements, and most of the time, she is the one to present their solutions and gather user requirements at the same time.</p> <p>2. What skill(s) / experience would you self-describe as strongest or specialist in? Strongest skill would be her skills in handling the overall plan for a project, designing system, and also can handle all the documentations. Rates herself a 4 out of 5 since she can do work but still needs to improve and continue to learn.</p> <p>3. Do you have the list of key criteria according to the clients' requirements? She has 5+ years of experience in project management and has experience with energy during her time in [REDACTED] Limited and [REDACTED] Technology Limited. Also familiar with CLP and has worked for a company very similar to it before, Hong Kong Electric. She helped deliver the RFID equipment management system for the Hong Kong Electric wherein they provided the tagging services, RFID scanners integrated with equipment management system for them. This project is about 1 million and lasted around 1 year. She's in the project to handle the progress planning, monitoring, and implementation and regularly report to the clients. She also did most of her projects using a cloud service so she's familiar with AWS, Azure. They also deployed and used SaaS before for most of the IT jobs that she handled. She was involved in the configuration & customization, data migration, training & onboarding, QA, deployment & go-live stage for most of her SaaS implementations. At that time, they developed the system which is open to the public</p>		

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Page 1 of 4

Search Process

Silicon Valley Associates Recruitment

20. Provide weekly report on search progress, market feedback and CVs (even if not shortlisted)

< > Silicon Valley Associates Recruitment

From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]
Hong Kong ?

Subject: Weekly Report for Technical IT Project Manager

Attention: Paul

Date: 08 / 12 / 2023

Customer Delivery

Dear Paul,

The Sourcing so far:
After the search campaign kick-off for Technical IT Project Manager last Monday 4th December, we have so far acquired a list of 725 possibly suitable candidates in Hong Kong from various platforms including our Database, Target Companies, Job Adverts across multiple Boards, and professional social networks.

Working on the role daily since the first day of the search, this has been an average of +140 candidates per day taken through the preliminary screening process.

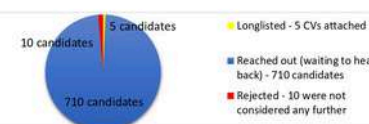
- However, most of these candidates were eliminated from proceeding in the process after reviewing their profiles, updated CVs or responses to our initial questions, for not matching the basic requirements of the role.
- The second majority for this week, have been reached out and still waiting to hear back / schedule screening calls with them.
- A minority of the suitable candidates have so far been unresponsive, although we may hear back from them next week or within the month.

The Screening so far
A total of 15 candidates resulting candidates have so far been progressed to screening calls. 10 more were not considered further for reasons including perceived lack of interest, experiences not aligning with the role's technology, lacking of technical/project management involvement, and not confident with their technical skills.

The Longlisting / Shortlisting so far

- A subsequent 5 candidates have been longlisted so far, who fairly meet most of the criteria agreed upon and are keen to move forward with the opportunity. We have sent their CVs starting late last week.
- Upon these longlisted candidates that were introduced, 2 of them were rejected by Paul, Lenny, Justin, for reasons including professional experience is not matching the requirements of the role and lacking of experience for the role.
- The other 3 candidates were proceeded to first interviews this week. Dominic, Candice and Grace, their profiles have been initially reviewed late last week and early this week.

The market for the required skills is somehow good but majority of the candidates are not keen in proceeding for reasons mentioned above. By the end of next week, we aim to have finished screening all remaining prospects sourced and any late applicants or respondents, with the goal of screen interviewing any potential matches and be in a position to present a final round of shortlisted and longlisted candidates for your review, feedback and potential interview.



Category	Count
Reached out (waiting to hear back)	710 candidates
Longlisted - 5 CVs attached	5 candidates
Shortlisted - 4 CVs attached	4 candidates
Rejected - 10 were not considered any further	10 candidates

< > Silicon Valley Associates Recruitment

From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]
Hong Kong ?

Subject: Weekly Report for Technical IT Project Manager

Attention: Paul

Date: 15 / 12 / 2023

Customer Delivery

Dear Paul,

The Sourcing so far:

- After the second week of sourcing for the Technical IT Project Manager role, we have managed to add another 199 potential candidates, making the total of 924 possibly suitable candidates from the initially gathered list of 725 last week. These number came from different platforms such as our database, target companies/websites, job adverts across multiple boards, posting on professional online groups/forums, referrals campaign, and launching of PPC ads.
- However, even with the big numbers of possibly suitable candidates acquired this week, the sourcing has become tougher as we believe that the pool is becoming more dry and we are coming to the full saturation for this role.

The Feedback so far:

- The majority of the candidates from this week's prospects declined engaging with us for reasons being not interested in switching jobs at the moment, planning to move out to HK and in HK anymore, just joined new company, just renewed contract, and some are not confident with their knowledge of the technologies required.
- A minority of the candidates have still not been unresponsive even after our follow up calls and messages, although we may still hear back from them next week or during the month.

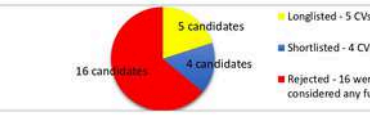
The Screening so far

- An additional 10 candidates have been progressed to screening calls this week, gathering the total of 25 candidates. We are still to screen several late applicants by next week.
- 6 of these new candidates were not considered further for reasons including not having enough technical skills or knowledge about the technology, project management experience is not on the required area of the job, and too junior for the role. The total rejected after screening this week is now a total of 16 candidates.
- The other 3 candidates screened this week, Kelvin, Brian and Kang, we are looking to longlist and have attached their CVs along this report for Paul's thorough review and feedback.
- There's another potentially suitable candidate, Jimmy, we are expecting to shortlist and just waiting for his agreement to proceed with his application.

The Longlisting / Shortlisting so far

- Of the previous 5 candidates longlisted and introduced, 2 of them were rejected by Paul, Lenny, Justin, for reasons including professional experience is not matching the requirements of the role and lacking of experience for the role.
- 1 candidate, Dominic, has been proceeded to first interview but was later on rejected by Paul for reasons that he is more focused on the IT infrastructure side.
- 2 candidates, Candice and Grace, have been proceeded to second interviews this week and were both able to talk to Customers Success Manager (Phary) and Project Manager (Jackey). Looking forward to have a feedback about both of them by early next week.

At this point of time, we believe that there are still, but not much, candidates out there left to be screened. By the end of next week, we aim to have finished screening all remaining prospects sourced as well as any late applicants or respondents, and any possibly suitable candidates from the company's connections/information that they would like to be screened, with the goal of screen interviewing any potential matches and be in a position to present a final round of shortlisted and longlisted candidates for your review, feedback and interview.



Category	Count
Reached out (waiting to hear back)	710 candidates
Longlisted - 5 CVs attached	5 candidates
Shortlisted - 4 CVs attached	4 candidates
Rejected - 16 were not considered any further	16 candidates

< > Silicon Valley Associates Recruitment

From: Silicon Valley Associates Recruitment (Hong Kong) Limited
907, 9th Floor, Silvercord Tower 2, 30 Canton Rd
Tsim Sha Tsui, Kowloon, Hong Kong
Company Incorporation Number: 2754441
Employment Agency Licence Number: 68758

To: [Redacted]
Hong Kong ?

Subject: Weekly Report for Technical IT Project Manager

Attention: Paul

Date: 22 / 12 / 2023

Customer Delivery

Dear Paul,

The Sourcing so far:

- After the third week of the search for the Technical IT Project Manager role, we have reached out to additional 198 candidates that makes a total of 1,122 possibly suitable candidates since the kick-off of the campaign. These candidates are from different job boards/databases (Indeed, GVA Website), posting on professional groups/forums, and referrals from not interested nor suitable candidates.

The Feedback so far:

- The majority of the candidates from this week's prospects are considered as not suitable after careful review for reasons including not having enough experiences in project management, not coming from the IT background, lack of experience in the technologies needed for the role, and not fluent Cantonese speakers currently not residing in Hong Kong.
- The minority of the candidates, however, declined engaging with us for reasons being not interested in making a move from their current company, just signed their contract, looking for more senior/contract roles, and just moved out of Hong Kong.
- There are still number of candidates who have been unresponsive to our related approaches. If we do eventually hear back from them, we will assess them and put them through the process immediately.

The Screening so far

- There are additional 8 candidates that have been proceeded to screening calls this week, gathering the total of 33 candidates. Several candidates (late applicants) are scheduled to be screened after Christmas next week.
- 4 of these new candidates were not considered further for reasons including not having enough technical skills or knowledge about the technology, project management experience is not on the required area of the job, and more on the infrastructure and sales side. The total rejected after screening this week is now a total of 20 candidates.
- The other 2 candidates screened this week, Benji Kwok and Dickens Ho, we are looking to shortlist and have attached their CVs along this report for Paul's review and feedback.
- The remaining 2 candidates, Edward Chung and Kevin Leung, we would potentially longlist and just waiting for their agreement to proceed with their application.

The Longlisting / Shortlisting so far

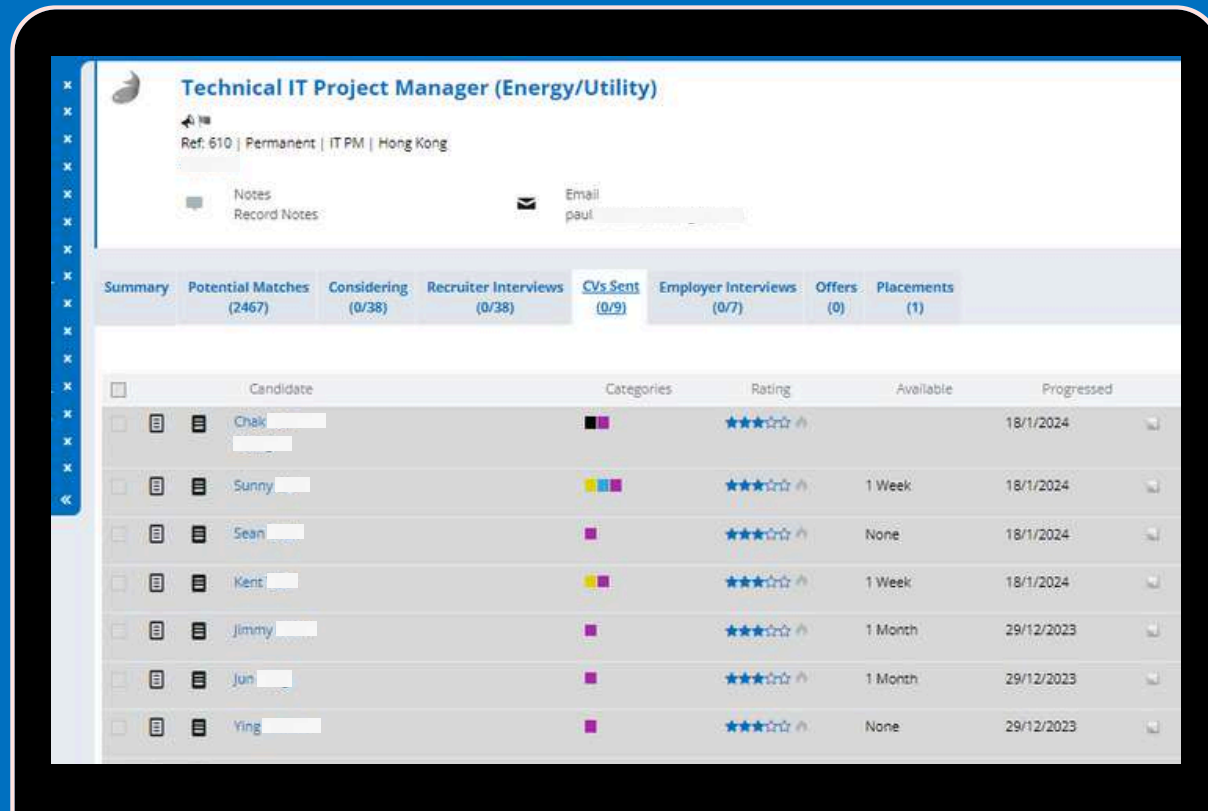
- In addition to the 5 candidates shortlisted originally, one candidate, Benji, was sent for Paul's review and was proceeded to his first interview earlier today and is looking forward to have his second round of interview after the holidays.
- There's a candidate from last week, Jimmy, we are looking to shortlist and have attached his CV along this report for Paul's review and feedback. The total number of shortlisted candidates so far are now 8 candidates.
- 1 candidate, Candice, has been proceeded to second round of interviews but was then released by Paul since the role is looking for someone more experienced professionally.
- 1 candidate, Grace, has completed her second round of interviews last week and is now awaiting for feedback from them.

With a shortlist of candidates now undertaken, by the end of the month, we hope to have 2nd interviews completed for Benji and possibly 1st interviews for Jimmy, Benji, and Dickens. We will also continue to process any late applicants or respondents, and if suitable to introduce for your review and interview in case there is still a spot for them to be considered.



Category	Count
Reached out (waiting to hear back)	710 candidates
Longlisted - 5 CVs attached	5 candidates
Shortlisted - 8 CVs attached	8 candidates
Rejected - 20 were not considered any further	20 candidates

21.) Presented by deadline the final Shortlisted Candidates who fit criteria, with CVs & Summary notes



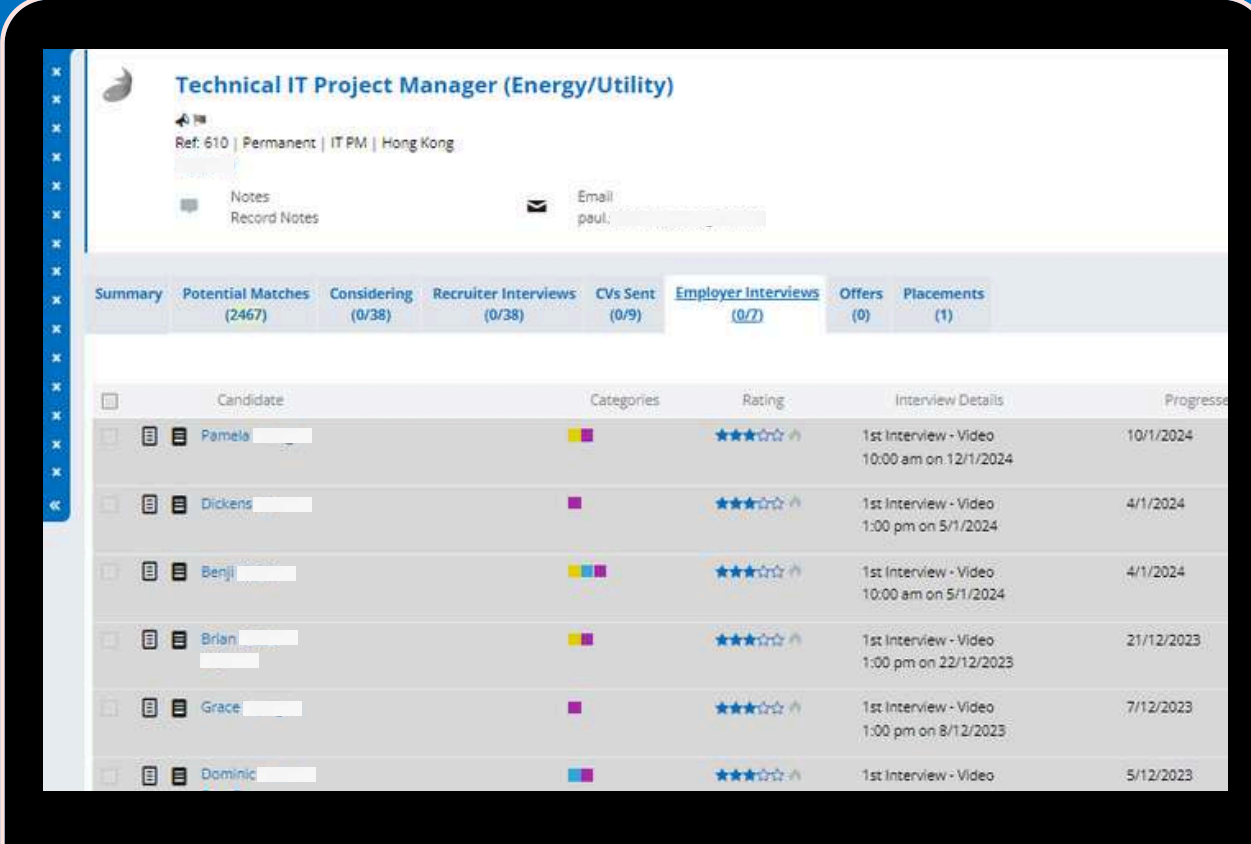
Technical IT Project Manager (Energy/Utility)
Ref: 610 | Permanent | IT PM | Hong Kong

Notes: Record Notes | Email: paul

Summary | Potential Matches (2467) | Considering (0/38) | Recruiter Interviews (0/38) | **CVs Sent (0/9)** | Employer Interviews (0/7) | Offers (0) | Placements (1)

	Candidate	Categories	Rating	Available	Progressed
<input type="checkbox"/>	Chak		★★★★☆		18/1/2024
<input type="checkbox"/>	Sunny		★★★★☆	1 Week	18/1/2024
<input type="checkbox"/>	Sean		★★★★☆	None	18/1/2024
<input type="checkbox"/>	Kent		★★★★☆	1 Week	18/1/2024
<input type="checkbox"/>	Jimmy		★★★★☆	1 Month	29/12/2023
<input type="checkbox"/>	Jun		★★★★☆	1 Month	29/12/2023
<input type="checkbox"/>	Ying		★★★★☆	None	29/12/2023

22.) Arrange Interviews with Candidates of interest



Technical IT Project Manager (Energy/Utility)
Ref: 610 | Permanent | IT PM | Hong Kong

Notes
Record Notes

Email
paul.

Summary | Potential Matches (2467) | Considering (0/38) | Recruiter Interviews (0/38) | CVs Sent (0/9) | **Employer Interviews (0/7)** | Offers (0) | Placements (1)

Candidate	Categories	Rating	Interview Details	Progress
Pamela		★★★★★	1st Interview - Video 10:00 am on 12/1/2024	10/1/2024
Dickens		★★★★★	1st Interview - Video 1:00 pm on 5/1/2024	4/1/2024
Benji		★★★★★	1st Interview - Video 10:00 am on 5/1/2024	4/1/2024
Brian		★★★★★	1st Interview - Video 1:00 pm on 22/12/2023	21/12/2023
Grace		★★★★★	1st Interview - Video 1:00 pm on 8/12/2023	7/12/2023
Dominic		★★★★★	1st Interview - Video	5/12/2023

23.) Continue to send over late applications screened and matching, for Interview consideration or back-up

- SVA Recruitment Weekly Report 8

- ✓ Knowledgeable with AWS, Azure, or any cloud service provider.
- ✓ Involved with SAAS delivery and deployment.
- ✓ Native Cantonese speaker; fluent English speaker.
- ✓ Expecting about HKD 75K+ per month.

WILSON CHAN

- ✓ Experienced Project Manager.
- ✗ Background in the energy/utility industry. Ideally have some exposure to CLP in Hong Kong.
- ✓ Knowledgeable with AWS, Azure, or any cloud service provider.

- SVA Recruitment Weekly Report 8

MATHEW

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- ✗ E

Silicon Valley Associates Recruitment
To: Paul <paul...>
Cc: Victor Chen

SVA Recruitment ... | Alan CV SVA.docx | John CV SVA.docx

Show all 5 attachments (21 MB) | Save all to OneDrive - Silicon Valley Associates Recruitment | Download all

Hi, Paul,

Good morning and Happy Friday!

Also, attached is the Week 8 report along with some new candidates that we have screened this week for your review/feedback.

The following candidate(s) were filtered through for the Technical IT Project Manager role:
Mathew, Alan, Wilson, and John

Some passed all the criteria while others were a close fit for the role, but not a 100% match, as I will explain below.

JOHN

- ✓ Experienced Project Manager.
- ✓ Background in the energy/utility industry. Ideally have some exposure to CLP in Hong Kong.
- ✓ Knowledgeable with AWS, Azure, or any cloud service provider.
- ✓ Involved with SAAS delivery and deployment.
- ✓ Native Cantonese speaker; fluent English speaker.
- ✓ Negotiable

ALAN

- ✓ Experienced Project Manager.
- ✗ Background in the energy/utility industry. Ideally have some exposure to CLP in Hong Kong.

Silicon Valley Associates Recruitment

RECRUITER SUMMARY

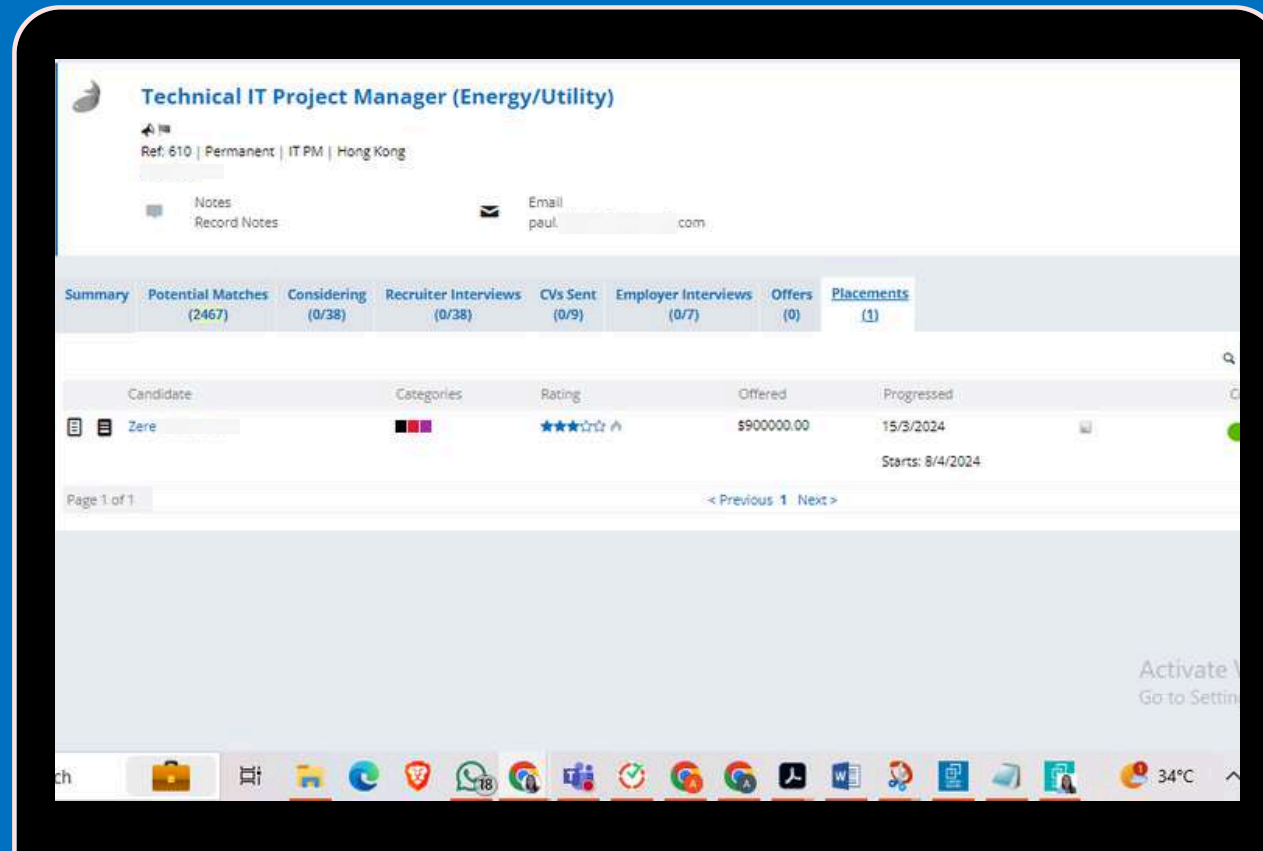
Name:	John	Date:	22 / 01 / 2023
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RECRUITER SUMMARY

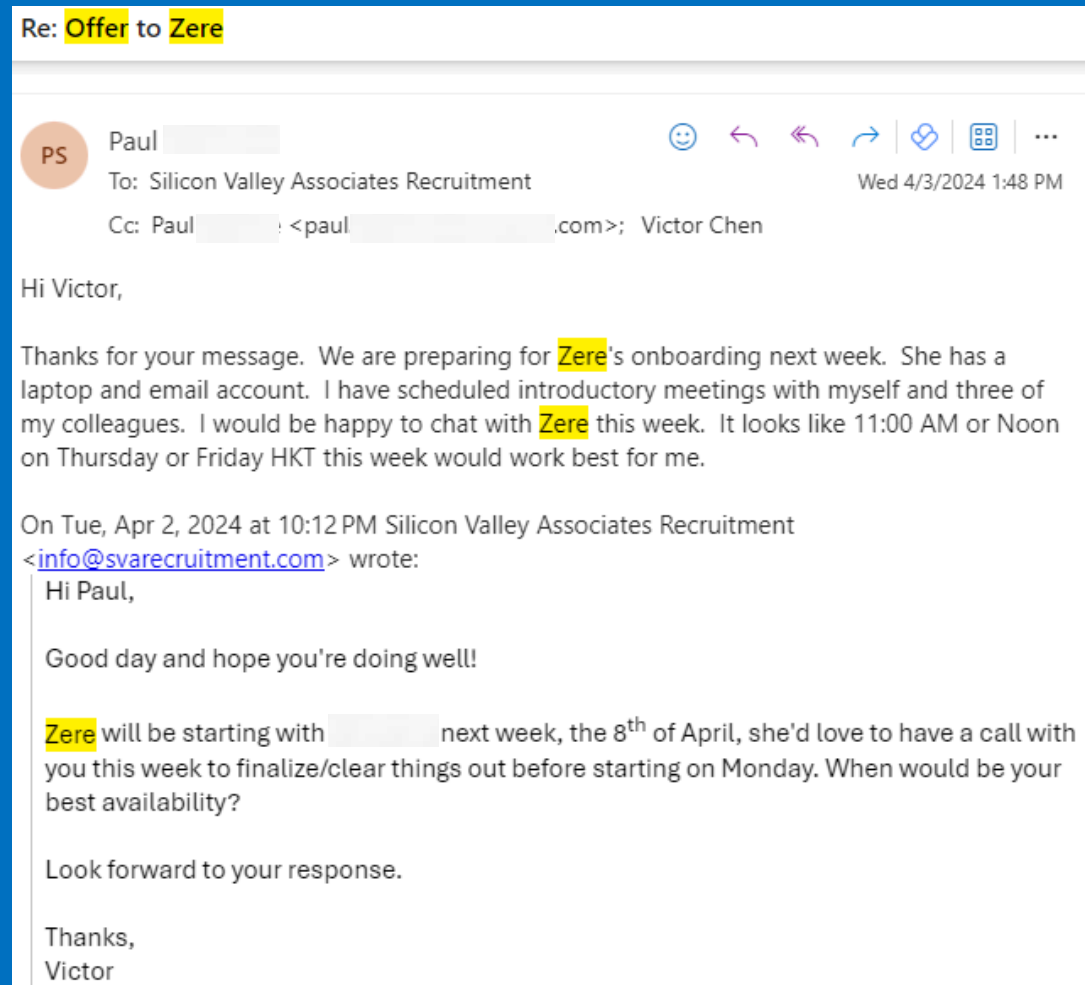
Name:	Alan	Date:	15 / 01 / 2023
Nationality:	Hong Konger	Residence:	Hong Kong
Experience Summary:	30+ years of experience in the IT/PM industry Current & Previous Employers and jobs include: Senior Project Manager at [redacted] Information Services Dept Executive Project Manager at [redacted] SPM/Architect at Autotoll PM/Architect at [redacted] Sr. Software Engineer/Team Lead at [redacted] Technologies, [redacted] Software, [redacted]	Education:	MSAM/Sc. Degree in Information Resource Management & Science Administration University B.Sc. Honors Degree, with High Honors, in Computer Science University PMP
Motives & Seeking:	Is actively looking for a job right now because current contract will be ending soon. Open for the Technical IT Project Manager role.	Languages:	English - Fluent Cantonese - Native Mandarin - Fluent
Recent / Current Salary:	\$75K HKD per month + Bonus/Gratuity	Expected Salary:	\$75K+ HKD per month
Notice Period:	3 weeks	Interview Availability:	Requires a day notice
Interview Assessment Notes:	1. Could you introduce yourself and tell us about you? Your current / recent jobs and employers? Previous companies and jobs? Has been working in the IT Industry for nearly 30 years and about 12 years in Canada, 18 years in Hong Kong. In Canada, he worked for some companies mostly doing development. And when he moved back to Hong Kong, he worked for various industries like HK government and financial industries mainly in software development and project management. He has worked for [redacted] Cleaning mostly as a Project Manager/Senior Project Manager. He is currently working with [redacted] as a Senior Project Manager for insurance and cloud governance projects. 2. What skill(s) / experience would you self-describe as strongest or specialist in? Strongest skill would be project management and solution architecture in software development. He has been doing both of these for about 15 years now and rates himself a 5 out of 5 when it comes to project management and 4 out of 5 in solution architecture. 3. Do you have the list of key criteria's according to the clients' requirements? Has about 15 years of project management and has worked mostly for financial industry and government agencies. Considers himself expert when it comes to cloud services/platform and is good with AWS, Microsoft Azure, also GCP and AI Cloud. Experienced implementing and delivering SaaS and has developed PayPal, the payment system for HSBC, Smart Train System for MTR and lately developed some new programs for insurance systems and mobile solutions for [redacted] which are all cloud-based solutions.		
Recruiters:	Victor Chow, Senior IT Recruiter & Talent Broker +852 6700 6112 victor.chow@siliconvalleyassociates.com Allen/Nicole Rea, Sourcing Associate info@svarecruitment.com	Employment Agency:	Silicon Valley Associates Recruitment (Hong Kong) Limited 907, 9th Floor, Silvercord Tower 2, 30 Canton Rd Tsim Sha Tsui, Kowloon, Hong Kong LA License Number: 68758
Job-Seeker Agreement:	The Candidate has agreed that Silicon Valley Associates Recruitment may disclose their profile to potential employers for the purpose of seeking new employment. Silicon Valley Associates Recruitment and never charge any fees from job seekers.		
Potential Employer Terms:	Silicon Valley Associates Recruitment (Hong Kong) Limited - 907, Silvercord Tower 2, 30 Canton Road, Tsim Sha Tsui, Hong Kong W: svarecruitment.com E: info@svarecruitment.com P: +852 6700 6112 Page 1 of 7		

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, Cathay Pacific, Hong
familiar with both AWS
with SaaS solutions,
SaaS from the
Gates Recruitment (Hong
wood Tower 2, 30 Canton Rd
Kowloon, Hong Kong
+852 68758
Shirley Tsim, Hong Kong

26.) Decide together on successful Candidate to offer, along with back-up Candidate(s)



28.) Offer Management to successfully close the preferred Candidate(s)



31.) Assist successful Candidate in Resignation, notice period (if applicable) and preonboarding

Re: Hold Zere Offer for one day please

CB Charles <charles. .com>
To: Paul <paul. com> Wed 3/6/2024 6:44 AM
Cc: Silicon Valley Associates Recruitment; Victor Chen; +1 other

Hi Victor,

Can we see if Zere can start on April 3rd? New employees have to be onboarded at specific dates and won't offer another date for another 3 - 4 weeks afterwards. i.e. If she doesn't start on April 3rd, then she won't be able to start for another 3 - 4 weeks.

thanks,
Charlie

On Tue, Mar 5, 2024 at 5:17 PM Paul <paul. .com> wrote:
Hi Victor,

Confirming that we will offer Zere \$75,000 HKD per month, with a 10% bonus. The April 8th start date will work for us. If you can notify Zere, I will get a formal offer letter prepared.

Paul :
Customer Delivery

On Tue, Mar 5, 2024 at 8:00 AM Silicon Valley Associates Recruitment <info@svarecruitment.com> wrote:
Hi Paul,

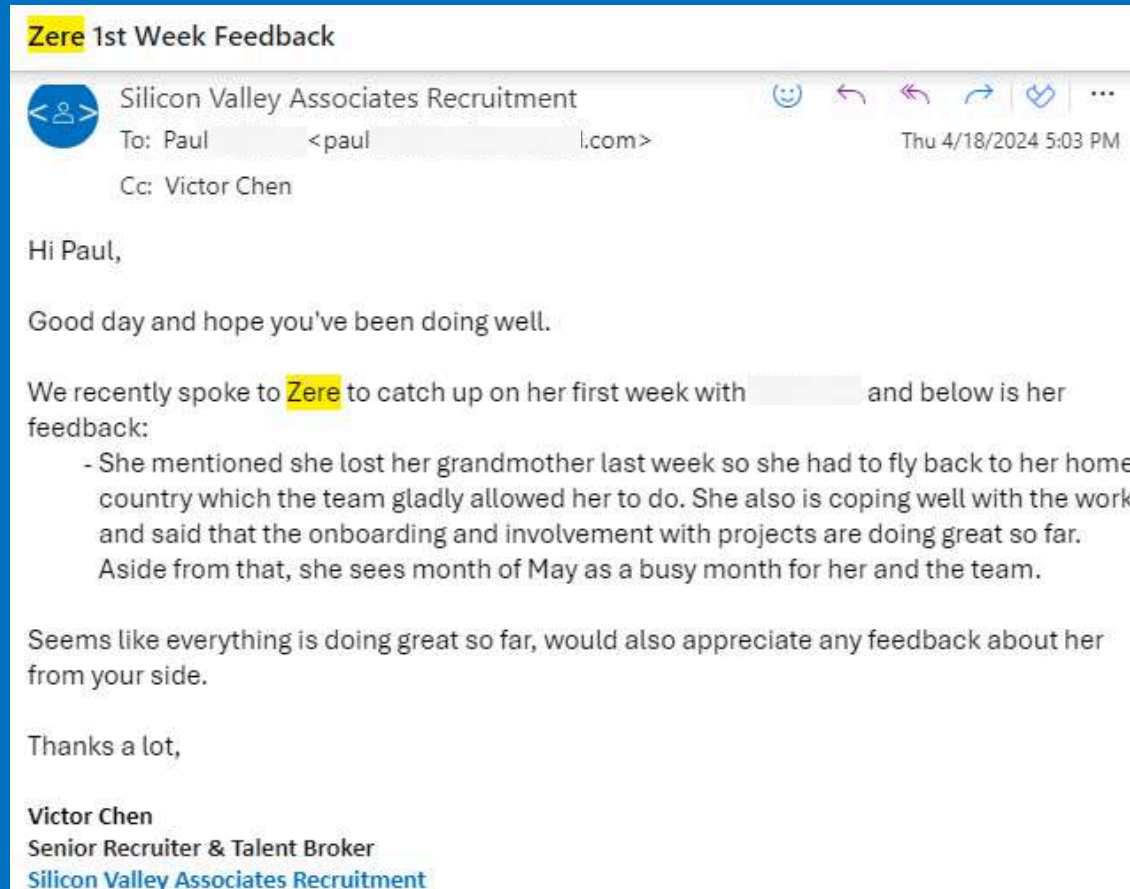
Thanks for this update.

We just spoke to her to update her and is her priority and she will accept a salary of 75K HKD per month. She is putting some other interested companies on hold to get this one over the line this week.

She hopes she can get the offer by Thursday to review and sign, so she can then go ahead and resign on Friday and start the job exactly a month after that on Monday 8th April (?)

Thanks,
Victor

32.) Arranging follow up feedback with each party after Onboarding on 1st Day, 1st Week, 1st Month and 3rd Month



Success Stories



Silicon Valley Associates
Recruitment



Joyce Chau



★★★★★ a year ago

Victor at Silicon Valley Associates helped us recruit for several technical roles over the past year. He quickly understands our needs and connects us with strong candidates relevant for the roles. He is professional and proactive throughout the recruitment process and communicates regularly with our team. We highly recommend Victor and the SVA team.



Premia Partners



★★★★★ a year ago

Excellent experience with SVA and Victor Chen who helped us with our IT hire. Victor is very professional very responsive and very thorough and reliable with useful solutions and recommendations. Compared to generalist recruitment firms they are especially strong with technical hires, and have been very resourceful and so helpful that really makes the entire process very efficient for us. Highly recommend and would definitely work with them again for our future placements.



Dronesurvey Asia



★★★★★ a year ago

Excellent service from SVA. Victor helped us find a sales & BD person in what is still an emerging and quite specialized field – industrial drone services and technologies. It took a while to find someone with the right fit, but Victor fully understood our business, and kept looking until we found the right fit. Highly recommended.



Tiki YuuY



★★★★★ 4 months ago

Very responsible and have a very strong follow-up efficiency to your case and can feel they really care about you and what are your thoughts. Really Appreciate it! 😊

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Silicon Valley Associates
Recruitment



Vivian Matanguihan



★★★★★ 2 years ago

Highly recommending SVA Recruitment. They have proven expertise in recruiting technical-skilled talents. They maintains highest level of professionalism and ensures that it meets its clients' needs.



Celia Millet



★★★★★ 3 years ago

Dedicated and very professional, they help me to find the right candidate. Victor is great to work with!



GAZAL KAPOOR



★★★★★ 3 years ago

Working with Victor was very nice. We are not an IT organization but he have a lot of personal touch and guidance in the process. We really appreciate his hard work, consultation to us. It is a pleasure to work with him

To: Victor Chen

Wed 8/30/2023 6:20 PM

Cc: Silicon Valley Associates Recruitment; +1 other

Dear Victor,

Thank you for your help with the whole process. We will keep you up to date with the situation. I am very happy of how things were conducted and how we, despite the challenge, managed to find the right candidates.

Perhaps, the only comment I would have is that you design a new website.. 😊

I will leave good reviews, certainly

Please send the invoice when necessary.

Regards

Marcos

Business Development Manager

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Silicon Valley Associates
Recruitment



Rahul Vaghela

2 reviews · 3 photos



★★★★★ 2 weeks ago **NEW**

I am extremely satisfied with their service, particularly victor and their team, they provide all details within time with our tech hire.



Reply



Like



STREET FUNKER

4 reviews



★★★★★ 2 months ago

They do their job with great professionalism. They called me for a job interview and answered all my questions during a long interview and they were very attentive. I thank them.



Reply



Like



邱桂泓

1 review



★★★★★ 2 weeks ago **NEW**

I would like to express my heartfelt gratitude to SVA for providing me with a smooth and warm-hearted recruitment process. Working with such a professional and supportive team has been an absolute pleasure. The entire experience has made me feel comfortable and valued. I am truly grateful for the opportunity to collaborate with SVA and I eagerly look forward to future cooperation. Thank you for the positive experience and I hope to have the chance to work together again in the future.



Reply



Like



hano Ali

Local Guide · 17 reviews · 5 photos



★★★★★ 2 months ago

It's great experience working with the team. The team was being so thoughtful of preparing the company details and sharing the most relevant info for you to interview. Special thanks to Victor and lilac for being understandable and reasonable by helping me to sort things out. Cross cross to the interview! Many thanks



Reply



Like

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Mya Hnin Pwint Phyu



★★★★★ 3 months ago

I had an incredible experience with Silicon Valley Associates! The support was top-notch and incredibly professional. Their support was consistently professional and sincerely dedicated. I must give special recognition to Mr. Victor Chen for his exceptional work. He's not your typical recruiting specialist; he's an exemplary professional who is available around the clock to offer both professional and personal support.



Vishu



★★★★★ 6 months ago

Had a wonderful experience with Silicon Valley associates. Very dedicative and supportive team especially with Cath on regular follow-ups and consistent. I very much appreciate the team spirit, planning and consistent reminders on the meetings. We are grateful for all the support they showed us. Thanks SVA :)



Kenneth Chan



★★★★★ 4 months ago

I have had an exceptional experience with Silicon Valley Recruitment. Their support and professionalism have been truly commendable. I must highlight the remarkable efforts of Miss Allen, who exemplifies outstanding professionalism. Wishing Mr. Victor and Silicon Valley Associates Recruitment continued success, accompanied by my sincere prayers.



Đức Ngô Thị Xuân



★★★★★ 7 months ago

Excellent consultants and services, I'd like to express my gratitude to Cath, Victor and Camille for following up and advices during the interview progress. Even after I got the job, they continued with closely catch-up calls to know how much can they help to make it is easier for you to adapt yourself in the new environment. I wish HR from all the companies could have this kind of outstanding service.

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Silicon Valley Associates
Recruitment



Sumit Golaniya

5 reviews

★★★★★ 4 months ago

It was a nice communication and it was introduction call to just know about my expectation.



Reply



Like



Vipul Bansal

Local Guide · 26 reviews · 94 photos

★★★★★ 4 months ago

SVA Recruitment is a very professional agency for working professionals looking to work overseas. They have been of immense help for me in getting a good placement overseas. The staff is very helpful and polite.



Reply



1



Z MR.

1 review

★★★★★ 5 months ago

It was a pleasant communication. They provided professional and attentive explanations and introductions.



Reply



Like



Asad Syed

1 review

★★★★★ a week ago **NEW**

I had a very good experience with them. They are very active and productive in their work. I recommend that you should work with them for your new job search.



Reply



Like

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



**Silicon Valley Associates
Recruitment**



Larry Zhang



★★★★★ 2 weeks ago

I recently had the pleasure of working with Silicon Valley Associates Recruitment in Hong Kong, and I must say, the experience was nothing short of exceptional. The team, especially Victor and Allen, displayed a level of professionalism and expertise that truly sets them apart in the IT recruitment field.

Victor's attention to detail and deep understanding of the industry ensured that I was presented with opportunities that perfectly aligned with my skills and career aspirations. Allen's commitment to maintaining clear and consistent communication throughout the process made my job search journey smooth and stress-free.

What impressed me most was the way they both went above and beyond to understand my individual needs and preferences. This personalized approach, combined with their extensive network and knowledge of the IT sector in Hong Kong and Asia, really made a difference.

I highly recommend Silicon Valley Associates Recruitment to anyone seeking top-notch recruitment services in the IT sector. Their dedication to connecting candidates with the right opportunities is truly commendable.



MAHROOF



★★★★★ 3 months ago

Excellent experience with Allen and Victor Chen who helped us with our IT hire. Victor is very professional very responsive and very thorough and reliable with useful solutions and recommendations. Compared to generalist recruitment firms they are especially strong with technical hires, and have been very resourceful and so helpful that really makes the entire process very efficient for us. Highly recommend and would definitely work with them again for our future placements



Michael Wong



★★★★★ 3 months ago

You can feel they really care about you and what are your thoughts. I had an great experience with SVA team!!! It is really appreciated that they are responsible and have a very strong follow-up efficiency to my case.

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)


Success Stories






Silicon Valley Associates
Recruitment



 **linc js**
1 review
★★★★★ 2 months ago
I had a wonderful experience with Silicon Valley Associates Recruitment in my recent job application. They were incredibly prompt and went above and beyond to assist me throughout the process. The team was exceptionally helpful with professionalism and dedication. I can't recommend their services enough! They truly excel in making the job search process a smooth and successful journey.


 Reply  1



 **jams obregon**
2 reviews
★★★★★ 2 months ago
Professionals at work. Very good Agency and fast response on the inquiries and applications.

 Reply  Like

 **AMALOX**
1 review
★★★★★ 3 months ago
it's a good agency , they provides good services and they have smooth recruitment process .

 Reply  Like

 **Amalina Aziz**
Local Guide · 117 reviews · 118 photos
★★★★★ 4 months ago
Exceptional job agency! Top notch service, grateful for their assistance in my job hunting.

 Reply  Like

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Honey Bunney



★★★★★ a month ago

It was a pleasure interacting with SVA I had my interview recently with them & first of I would like to thank victor for being very patient and kind throughout our conversation, second thanks to lilac for being so sweet & making the interview so easy and stress-free. Im so grateful for their efforts & I highly recommend their services🙏



Khurram Sajjad



★★★★★ 2 months ago

I had a fantastic experience with Silicon Valley Associates! Their support was exceptionally professional and sincere. Mr. Victor Chen's outstanding and highly professional efforts were greatly appreciated. I also want to express my gratitude to Ms. Allen for her assistance!



Nasab Kiani



★★★★★ 4 months ago

I had a fantastic experience with the team. People there are so kind and friendly. They do respond quickly. Specially thanks to Victor and Camille. They both have a nice personality.



Hydee Lynn Sabino



★★★★★ 2 months ago

Excellent recruiters! They are very accommodating and easy to coordinate with. Also flexible and dynamic on being helpful to my jobsearch journey. Responsive and proactive. Hoping to share my milestone on finding jobs with them! Good job! ☐☐

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Silicon Valley Associates
Recruitment



Jefferson Romulo



★★★★★ 2 months ago

It was a great experience communicating with them. Nice and good people who really cares with talents. :)



Messiah Shanthakumar



★★★★★ 21 hours ago

I recently went through the interview and background check process with SVA Recruitment, and I must say it was a pleasure. The team displayed exceptional professionalism, being attentive and truly listening to my experiences. Their attention to detail in understanding my skills and background was impressive. I appreciate their thoroughness and the overall positive experience I had during the process. Looking forward to work with them. Thank you Victor and the team!



Yasaman Shahi



★★★★★ 2 days ago

Absolutely delighted with the services provided by Vahid and his team! They were incredibly helpful, friendly, and guided me every step of the way. Thanks to their expertise, I found a job within weeks. Highly recommend their services!



Ammar Latif



★★★★★ 3 months ago

It has been a wonderful experience having a conversation with Kean G. He acknowledged my skills and my experiences which is very motivating for the people who are searching for better opportunity. Also the response from the Victor is impressive they will guide you in every process which means they care for the workforce. Thank you so much for giving me this opportunity to interact with you people.

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



Silicon Valley Associates
Recruitment



SunnY Li

1 review



★★★★★ 17 hours ago **NEW**

My experience with Silicon Valley Associates Recruitment was wonderful. I had a nice chat and a good experience with Allen. They are very active and productive in their work.

Reply Like



Asad Syed

1 review



★★★★★ a week ago **NEW**

I had a very good experience with them. They are very active and productive in their work. I recommend that you should work with them for your new job search.

Reply Like



Jain Sivankutty

2 reviews



★★★★★ 2 weeks ago **NEW**

I recently got a chance to work with Silicon valley associates Hong Kong and I must say I had a great experience with them. The team has a very organized and systematic way of approach and they are highly professional.

I am sure I will be able to achieve my career goals through them because they provide the best.

Reply Like



jun kang

1 review



★★★★★ 2 weeks ago **NEW**

I am glad to cooperate with Silicon Valley Associates Recruitment in Hong Kong. It is deep impression with its professional and quickly respond. Thanks for Mrs Allen and Mr Victor.

Reply Like

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories



**Silicon Valley Associates
Recruitment**



Ivy Lum (IvySketches)

★★★★★ a month ago

I had a great experience with Silicon Valley Associates. They examined others in a professional manner, they are flexible and are quick to responses.



KC_Capital "303柯育均"

★★★★★ a month ago

Thank you Allen
This firm is responsive, they actually handle candidates in person
Unlike most of the companies in the market now, Allen messaged me in person, not just via blast mails to tell me the result
I think this is very crucial

Good work and hope I can get job via your service



Anshul chhabra

1 review

★★★★★ 5 days ago **NEW**

The interview process via Victor has been thorough and engaging thus far. The introductory round with Lilac provided a comprehensive overview of the company's values and expectations, allowing for a positive initial interaction. I appreciate the opportunity to discuss my qualifications.

Reply Like



Erymar Torres

3 reviews · 2 photos

★★★★★ a month ago

Professionalism is what I expect. Thanks to Allen for providing valuable info and help us achieve our goals. More power to the company and good luck to interviewees

Reply Like



Messiah Shanthakumar

2 reviews

★★★★★ 6 days ago **NEW**

I recently went through the interview and background check process with SVA Recruitment, and I must say it was a pleasure. The team displayed exceptional professionalism, being attentive and truly listening to my experiences. Their attention to detail in understanding my skills and background was impressive. I appreciate their thoroughness and the overall positive experience I had during the process. Looking forward to work with them. Thank you Victor and the team!

Reply Like

Read more reviews: [Hong Kong](#), [Singapore](#), [Dubai](#)

Success Stories

Free Tools and Resources



Silicon Valley Associates
Recruitment

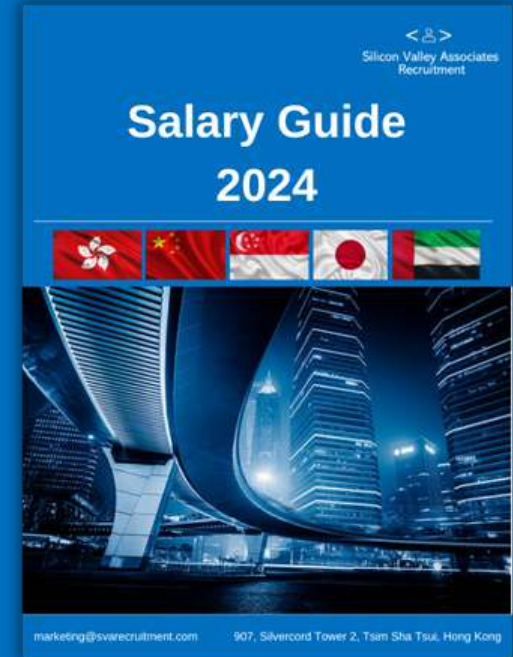
E-Books



[Corporate Overview
2024](#)



[Job Description Templates
2024](#)



[Salary Guide
2024](#)

Free Tools and Resources

SVA Blogs: Asia, Middle East

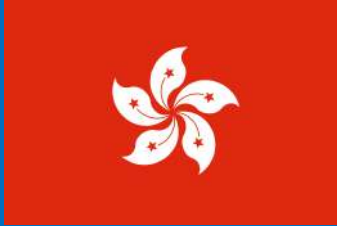


SVA Podcast: Asia, Middle East



Free Tools and Resources

See our Latest Candidates



Hong Kong



Singapore



China



Dubai

About Us



Silicon Valley Associates
Recruitment



Silicon Valley Associates
Recruitment



Silicon Valley Associates Recruitment

**IT AND TECHNOLOGY RECRUITMENT
SPECIALISTS IN ASIA AND MIDDLE EAST**

About Us



Silicon Valley Associates
Recruitment

Silicon Valley Associates Recruitment

Was established to support Companies and
Candidates around the world in the field of
IT and Technology Recruitment

About Us



Silicon Valley Associates
Recruitment



Established in 2018



Headquarters in Hong Kong

About Us

Offices in



Hong Kong



Singapore



Dubai



China

20 YEARS

**Accumulated Recruitment Expertise within IT
and Technology in Asia and Worldwide**

About Us

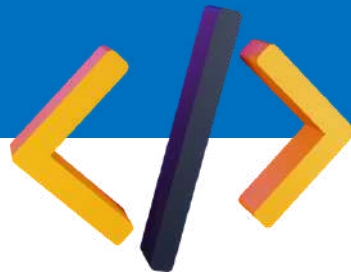


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Recruitment**

Focused on



Executive



**Information
Technology**



**Sales or
Marketing**

Into Technology Companies or IT Functions



Silicon Valley Associates
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