

Key questions to ask when selecting an HR Consultant

Appointing an external HR Consultant to work with your business is an important step. Here are 8 questions you should be asking.

1 What's your relevant experience?



Do they have the relevant experience/industry knowledge? What qualifications do they hold?

2 How do you keep up to date?



How do they ensure they are aware of changing legislation and trends in the industry? How do they evidence being an expert in their field?

3 What happens if you give me incorrect advice?

They should have PI insurance and a clear complaints policy. Do they operate to any Code of Conduct?.



4 How is your practice set up?

Company set up: sole trader or LTD and registered with Companies house, ICO, and HMRC?



5 How will you secure my company's and employee's data?



Strong IT and data management policies and processes are needed as well as ICO registration.

6 How will you manage the project and keep me updated?



Robust project planning & case management processes are required, with a clear and agreed client update plan

7 How will I be charged?

Clear scope of work, charging and invoicing procedures should be in place and agreed upfront.



8 Why are you right for my business?

Ensure they are the right fit for your business and culture. What testimonials can they offer?

