

S T A F F

D E V E L O P

S H A P E

*Make the usual extraordinary
and forge new paths*

CAPERA » GROUP

We are a consultancy for personnel counseling and personal development. In our work, we strive to develop successful businesses and achieve the highest satisfaction of our clients.

» PERSONNEL CONSULTING

Our experienced personnel consultants find qualified top managers and technical staff for almost all industries and offer a 25-month "Perfect-Staffed-Quarantee" (a fee-free search should personnel leave within that time). With perfect direct recruitment (modern Social Media-Recruiting), our researchers find the best people for your team.

» PERSONNEL DEVELOPMENT

Qualified trainers offer effective seminars and lasting personal development in the areas of leadership, communication, efficiency and value. This is tailored for you with our lasting guarantee of SiT Plus. Our coaches guide you, your management, and your technical staff through the process of personal growth.

» OUTPLACEMENT AND CAREER DEVELOPMENT

Do you need to dismiss one or more employees? With individual or group outplacement counseling, our career advisors manage the separation process.

» PERSONNEL CONSULTING AND OUTPLACEMENT



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CAPERA » GRUPPE

Personalberatung & Personalentwicklung

ONE TEAM, ONE GOAL, LONG-TERM CUSTOMER SATISFACTION

Derived from Latin for “staffed,” CAPERA takes care of the personnel needs for your key positions. Founded on long-time experience with personnel consulting, we go by the slogan, “Perfectly staffed with CAPERA.” With our own research team and an in-house media agency, we can ferret out even niche industries to find the best candidate and take over the responsibility of recruitment.

CAPERA’s trainers and coaches direct and develop your employees and guide them in their personal growth.

Through seminars and responding to questions, CAPERA assists individuals and groups with out-placement and career counseling.

*We live our partnership
from within and without*

MISSION

We understand the wishes and concerns of our customers and work together with them to achieve their goals. From the beginning, we have long-lasting success in mind as we pull together in planning and proceeding.

WHO WE ARE

We are an owner-operated partnership that understands business consulting. Our roots lie in methodical personnel consultancy for mid-sized business. CAPERA continues to develop as an effective provider of management for personnel and personal growth and development. In all business areas, we partner with customers in a thorough and professional way.

BUSINESS ORGANIZATION

The CAPERA Group is an owner-operated partnership exclusively run by our professional men and women.

AWARDS

The CAPERA Group belongs to the Top Consultants (Awarded 2015) and the Top Personnel Consultants 2017 and 2018 in the area of executive search for top management (otherwise known as “headhunting”). These results come from the yearly statistics of the Hamburger Research Institute under contract with FOCUS magazine.



Expert Staffing with Specialists and Top Managers

PERSONNEL CONSULTING

We know the requirements of the position, and we search for the best personnel for your enterprise. And for that we use all avenues. We find promising candidates and lead well-structured personal interviews. Finally our presentation of carefully selected potential employees is part of the process. Depending on the situation, we administer psychological tests, seek references and use other appropriate methods.

FOLLOW-UP COUNSELING

Your lifework in strange hands? Organization, reputation and tax policy often are at the center point of a continuing business. But what about the decision making, character, and value with change of management? The owner and successor need to be compatible, as do the successor with staff and previous corporate culture. Otherwise the good reputation and continued success of the enterprise is endangered. We offer assistance as the management changes hands, and we attend to the continuation of your life's work.

EVALUATION OF COMPETENCE

We carefully analyze application materials, have telephone conversations with references, and conduct structured personal interviews as we build complete appraisals of candidates. After this, we conduct psychological tests or utilize an assessment center.

MANAGEMENT AUDIT

Sometimes the hidden abilities of your own staff go unrecognized. Not every vacancy needs to be filled from outside. Our management audit poses the question, "Are qualified candidates available within your own organization?" We give clear recommendations about potential in-house talent and how to best train them.

PERFECT STAFFING GUARANTEE

You will profit in many ways with our Perfect-Staffing-Guarantee.

- › We take over your search and lead you to success
- › If within 25 months the recommended candidate does not work out, we begin a new search at no cost.



Also in tight markets ...resourceful and successful

DIRECT APPROACHES

CAPERA's researchers find qualified specialists and top managers to fill your vacancies. Why? Because our exclusively hired researchers have years of experience in sophisticated searches using a transparent process and with broad knowledge of industries.

CAPERA researchers are organized and systematic, using industry knowledge and all legitimate search methods. We never give up. Just test us!

CAPERA search data supports our consultants to find the best person for the job, no matter at what level, what function, or in which industry.

› Personnel survey - position requirements

CAPERA advisors work with you to list job requirements and work out an ideal search strategy. We can also go through this process with you personally.

› Identification - finding hidden specialists

The fewer specialists available in a niche market, the harder and more refined our search to find people with the right qualifications in the right sector or area.

› Contacts - discreet candidate searches

We quickly begin our telephone conversations to search out possible candidates. We look for competence, flexibility, character, and willingness for change and possibly a move.

› Interview - with selected candidates

When potential candidates are found comes phone and personal interviews. After this, you will receive a meaningful report on acceptability.

› Presentation - hiring the candidate

After interviewing, the consultant will recommend the suitable candidates for you to personally meet. The discussions can take place in our office or yours.



Successful Development and Lasting Change

PERSONNEL DEVELOPMENT

Do you want to build the competence and leadership skills of your up-and-coming managers? We train your personnel in goal setting and help them build their organizational skills through dialogue, role playing, and group dynamics. There is much opportunity for discussion, even if exact qualifications have not yet been fixed.

We analyze the training needs of your staff and tailor individual programs which are strategically oriented to meet your goals. This targeted personal development assures lasting changes for your business.



SEMINARS

In order to reach your business goals, it is necessary to have the right qualifications at hand. What good is the best strategy if there is a lack of a competent workforce?

With our training, we support both your technical and managerial staff to meet your firm's needs. We offer seminars and workshops with several themes to develop a more competent workforce. A long-lasting assimilation of everyday work skills is especially important. Depending on your goal, we offer individual training or seminars tailored for you.

Possible topics for further training include:

- › Building leadership competence
- › Conflict management
- › Staff integration/orientation
- › Burnout prevention



Susanne Goerke
Head of Personnel Development

STRENGTH IN INFORMATION TRANSFER

With SiT Plus, you will profit from enduring productivity. After each seminar, the participants receive goal-specific, no-cost individual activities:

- › A webinar to implant the learning into everyday work
- › telephone coaching to solve individual needs

Guiding through Personal Change

COACHING

A new, more demanding position brings with it the danger of conflict and overstepping leadership competence. Good coaching can prevent this. Our experienced coaches help avoid possible missteps. We help level the field and assist the employee in finding individual solutions while keeping defined goals in sight.

We provide goal and problem solving coaching so that situations can be dealt with methodically. Coaching is successful when trust is developed between the coach and management.

OUR COACHES

We pay particular attention to the selection of our coaches. Our structured selection process runs coaches through several exercises, and they must convince us of their competence. Besides their established training in coaching, our coaches must also have substantial professional experience.

INDIVIDUAL COACHING

There are situations when even the most experienced managers are unsure. How do I come to terms with my new leadership role? Can I fulfill expectations? Am I going down the right path? Our coaches have the tools to guide your managers with their new demands as they open new viewpoints and set free unrecognized potential. They also find the causes of upheavals and help to quickly maneuver around them.

TEAM COACHING

Conflict within a team is like sand within gears. The consequence is that the standing of your company's personnel sinks. With team coaching, your team gets to the heart of the matter and finds the resources to work together on the same goal. The coach takes on the role of observer to, at the right moment, give critical feedback. A problem recognized is a problem avoided. Thanks to professional help your team finds its way back to the positive work climate that is necessary for motivation and efficiency.



Guidance in Shaping a Career Biography

OUTPLACEMENT AND CAREER COUNSELING

"We must often start over, but seldom from scratch." These words by the Austrian educator Ernst Ferstl may be true but are little solace to the newly laid-off employee, who is often placed on an emotional rollercoaster.

Here is where a professional consultant can guide and steer the separation to counter negativity, driving a fair process, and both sides win. The company is spared large severance fees, and negative publicity is avoided. The employee is quickly and practically aided to set goals and look toward a successful future.

CAPERA Career Counseling sets goals for a successful new perspective.

INDIVIDUAL OUTPLACEMENT/NEW PLACEMENT

What do you do when things no longer fit? Corporate goals, markets, and outlooks change. This can mean the separation of staff members. In this difficult, sensitive situation, fairplay is important. We work together to help guide this process with our separation strategies and give suitable counseling to the employees as they develop individual perspectives and set future goals.

GROUP OUTPLACEMENT

If you are going through internal restructuring or relocating entire sites, we can also support you in the outplacement of a large group. Our advisors are there to assist with career planning, profile analysis, job search, and interview techniques. They aid candidates not only with the application process but also in the orientation once new employment has been found. We offer a combination of group training and individual advising to accompany and support the individual throughout the complete application process, and even after if needed.

CAREER COUNSELING/CAREER COACHING

Are you looking for a new challenge, or are you seeking a career change? With us as partner, you will be well advised. We know the thinking and approaches of enterprises as they develop search methods and fill posts. We guarantee you discreet, effective and complete individual counseling at a fair price.



Perfectly placed for the best returns

MEDIA PLANNING AND PRESENTATION

Our in-house CAPERA media agency advises clients on where and how to best disperse publicity. Which daily papers, special publications and international job markets offer optimal results? The agency has well-suited solutions and can take over the administration of your media needs. These include: ad presentation and copy editing, as well as placement in print and internet platforms, which benefit from our strategic use of key words. And of course, we control for pricing, quality and placement.

The CAPERA media agency utilizes its corporate design in service of providing interesting, targeted employment ads for its clients. At no obligation to you, our consultants will gladly provide you details on our affordable service. You can use our excellent contacts and cooperation with publications and job markets to your own advantage.



» Bundesweit attraktive Positionen – Nutzen Sie Ihre Chance!
CAPERA Consulting berät bundesweit Unternehmen bei der passenden Besetzung wichtiger Positionen. Aktuell suchen wir im festen Klientenauftrag (Details zu den Stellen finden Sie auf www.capera.de):

Leiter Marktfolge Aktiv (m/w)
» **AUFGABE:** Verantwortung großer Kreditengagements. Sicherstellung der materiellen und formellen Kontrolle der Kreditanträge, die Erstellung der Kreditvoten und die Genehmigung der Kredite. **PROFIL:** Spezialkenntnisse im Bereich Sanierung sowie in der Bearbeitung und Votierung größerer Kreditengagements.

Produktionsleiter Bauchemie (m/w)
» **AUFGABE:** Sicherstellen und weiterentwickeln einer reibungslosen und hocheffizienten Produktion bei einem Innovationsführer der Branche. Verantwortung für 60 Mitarbeiter. **PROFIL:** Führungstarker Ingenieur mit fundiertem Produktionshintergrund und Gestaltungskönnen in der Prozessoptimierung. Internationale Ausrichtung.

Business Development Manager (m/w)
» **AUFGABE:** Weltweiter Ausbau des großen Marktpotentials der Anlagenbau. Optimierung des Vertriebs im Projekt- und Objektgeschäft und selbständig agierend mit internationaler Ausrichtung und hohen Ausführlche Stellenanzeigen mit Ansprechpartnern und Kontaktdaten stehen Ihnen unsere Berater auch telefonisch zur Verfügung. Uneingel

MEHR STELLEN AUF WWW.CAPERA.DE

» Gestalterische Gesamtverantwortung für Technik und Vertrieb bei einem Kunststoffspritzgießer – Chance für zweite Ebene

Geschäftsführer Kunststoffspritzguss (m/w)
» **Unser Klient** ist ein familiengeführter KJM in Hessen. Er entwickelt, produziert und vertreibt sehr erfolgreich im 1K-Spritzgießverfahren über 3.000 Standardteile für vielfältige Industrien. Neben den Eigenprodukten werden auch kundenspezifische Lösungen entwickelt (i.a. unter Einsatz von rapid-prototyping). Werkzeugentwicklung und Formenbau erfolgen hausintern. Die Maschinen laufen hochautomatisiert 24/7 und sind auf dem aktuellen Stand der Technik. Mit hoher Qualität und verlässlicher Liefertreue erarbeitet sich das Unternehmen einen stabilen Stamm von ca. 500 Kunden in Deutschland und Europa (ca. 22% Export). Der Umsatz ist im einstelligen Mio. €-Bereich. Der Verkauf erfolgt weitestgehend über einen Webshop. Das Unternehmen ist solide und zukunftsfähig aufgestellt. Seit vielen Jahren werden zweistellige Renditen erwirtschaftet. Es ist frei von Fremdkapital. Die inhaberfamilie möchte nach sehr erfolgreichen, aber auch arbeitsintensiven Jahren, die Führung und den weiteren Ausbau des Unternehmens in neue Hände übergeben. Gesucht wird eine Persönlichkeit mit Kunststoff im „Blut“ und unternehmerischem Gespür und Geschick. Es bestehen die Bereitschaft sowie die finanziellen Ressourcen, das Unternehmen mit neuen Produkten, Herstellverfahren oder Absatzregionen weiterzuentwickeln.

» **Ihre Aufgaben:**

- Technische und kaufmännische Gesamtverantwortung mit dem Ziel, das Unternehmen weiterhin zukunftsfähig und profitabel zu halten
- Einen produktiven Betrieb und Zusammenarbeit aller Bereiche sicherstellen
- Persönliche Betreuung wichtiger Kunden, strategische Planung zur Neukundengewinnung
- Entwickeln von neuen Artikeln und Formkonzepten
- Nachhaltiges Führen und Entwickeln der Mitarbeiter

» **Ihr Profil:**

- Unternehmerpersönlichkeit mit Kompetenz in Technik, Vertrieb und Menschenführung
- Leben einer ergebnisorientierten und verantwortungsvollen Führung mit klarer Vereinbarung und konsequenter Verfolgung der Zielerreichung
- Technischer Sachverstand im Spritzgießverfahren und Werkzeugbau
- Bodenständig, direkt, offen, initiativ, Hands-on-Mentalität und Weitblick


» **Sie erwarten:**

- Anpacken, gestalten und umsetzen – eine verantwortungsvolle Führungsaufgabe mit viel Gestaltungsfreiraum
- Die Sicherheit eines wirtschaftlich wie technologisch gut aufgestellten Unternehmens mit einem Beirat, der Gestaltung begrüßt und punktuell auch für Projekte unterstützend zur Seite steht

» **Kontakt:**

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» Jetzt per Online-Formular bewerben

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CAPERA » GRUPPE
Personalberatung & Personalentwicklung
Hamburg • Bremen • Berlin • Düsseldorf • Hannover
Göttingen • Kassel • Stuttgart • Baden-Baden


Ein kreatives, engagiertes und kompetentes Team sowie eine konsequente Kundenorientierung sind die Basis für unseren Erfolg. Über 60 motivierte Mitarbeiter entwickeln, projektieren und realisieren unsere marktführenden internationalen Getränkeindustrie- und Sortieranlagen für die deutsche und technologien tragen unserem Innovationsanspruch Rechnung und zu höchster Kundenzufriedenheit bei.

Projektingenieur m/w
Ihre Aufgaben: Kundenindividuelle Projektierung, aktives Projektmanagement, technische Auftragsbearbeitung, Terminkoordination und Überwachung
Ihr Profil: Ingenieur o. besonders erfahrene Meister, Techniker (Elektrotechnik, Automatisierung, Maschinenbau, souverän in Organisation u. Projektmanagement)

Servicetechniker m/w
Aufgaben: Montage, Inbetriebnahme und Wartung unserer komplexen gen. Einweisung und Schulung des Betriebspersonals
Profil: Berufserfahrener Techniker der Elektro- o. Automatisierungstechnik oder wertige Ausbildung, sicheres Auftreten, Kontaktfreude, Reisebereitschaft

m./techn. Mitarbeiter m/w
It werden mehrere technisch versierte Mitarbeiter für das Angebotswesen, eine Auftragsbearbeitung sowie zur Unterstützung unserer Projektleiter.
Aufgabe: Kalkulationen u. Angebote erstellen, Kunden betreuen, Projekt- und Terminkoordination
Profil: Kfm. Kenntnisse, ausgeprägtes technisches Verständnis, sicherer Umgang mit MS Office, Englischkenntnisse, Organisationstalent, teamfähig
Informationen zu recop und den Stellen unter www.recop.de
s Ihnen eine verantwortungsvolle Aufgabe, eine leistungsgerechte Entlohnung sowie eine sichere Zukunft in einem wirtschaftlich gesunden und ergebnisorientierten Unternehmen mit flachen Strukturen. Wir legen großen Wert auf ein angenehmes Arbeitsklima! Sie fühlen sich angesprochen? Willkommen im Team! Bitte senden Sie bitte zu Händen Frau Heike Peschinger an: recop.de. Wir melden uns kurzfristig bei Ihnen!

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CAPERA » INFORMIERT

Job market and job exchange in one. With over 10,000 applications per year, many top-candidates don't get noticed. It is important to us that the best people remain in the picture. CAPERA INFORMS is a special e-zine in PDF format. We regularly inform "our candidates" about open positions, and we interview interesting employers, especially those with vacancies. We offer companies profiles of exceptional candidates and provide staffing-relevant articles.

This mixture makes the CAPERA INFORMS newsletter an engaging read for the best people and binds together applicant, companies and CAPERA.



www.capera.de



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