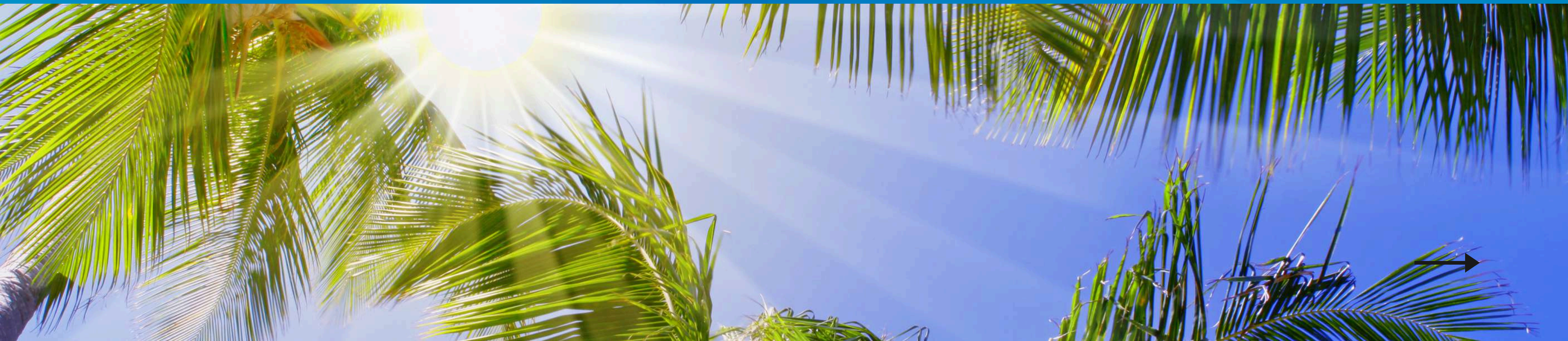




ONE-STOP
 **HR HUB**

RECRUITMENT & TEMP STAFFING | PAYROLL MANAGEMENT | HR SUPPORT | BACKGROUND CHECKS



WHO WE ARE



PEOPLE.
PASSION.
PERFORMANCE.

We are your one-stop hub in all areas of recruitment and human resources in the Caribbean region.

Serving local and international companies, our story begins in Trinidad and Tobago where our history spans 55 years in operation across the region.

We are proud to be local and our mission is to engage, develop and ignite talent in Barbados.

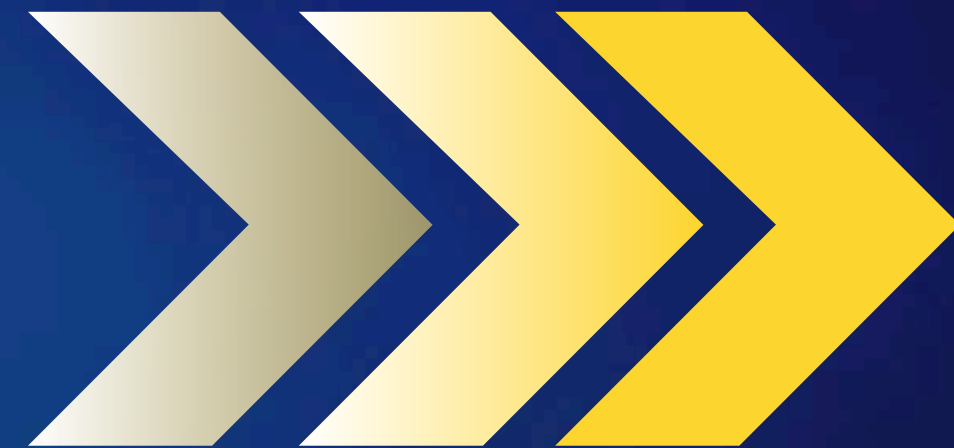




eve anderson
r e c r u i t m e n t

***HELPING YOU GROW
YOUR REACH***

OUR FULL SUITE OF SERVICES





eve anderson

Recruitment & Staff Placements



Behind every organisation there are great people. We help you search and select the best fit and can act as your managed services provider.

- Headhunting
- Executive & Managerial roles
- Permanent roles
- Contracts & Special projects
- Temporary positions
- Interim Management

Managed Projects can include:

- Seasonal jobs
- Overseas contract projects
- Project Specialists
- Testing / Trial phases prior to permanent placements
- Expanding your business services
- Starting another business venture
- Outsourcing services
- Call Centers



eve anderson

Local & Regional Payroll



We manage efficient payroll cycles, reduce risks and overheads. Effectively evaluate workforce resources and reporting.

- Experience in both local and regional payroll processing. Regional payrolls include Barbados, Grenada, St. Lucia, Guyana and Trinidad and Tobago.
- Maintain accuracy and timeliness of all aspects of payroll processing including calculation and tax reporting
- ACH and wire transfers disbursed in the different local and regional currencies and employee payslips are emailed.
- Remittance of statutory payments on or before the due date to the relevant Statutory authorities. Preparation of annual reports to Statutory authorities and employees





eve anderson **Background Checks**



Exercising due diligence is important to ensure you minimise any potential risks that may negatively affect your current employees and the business.

- Criminal Background Checks
- Credit Checks
- Employment History and Reference Checks
- Fit for Work tests (including basic physical)
- Drug Tests (5, 7 and 10 point)
- UKOOA and OGUK Medicals for Offshore
- Executive Medicals
- Food Badge Medical Checks Operations
- Pre-employment Medicals
- Work Injury Medicals
- Health Surveillance Medicals
- Immigration Medicals
- Customised Medicals



eve anderson

HR Guidance & Back Office Support



There are certain goals you want to achieve in the business and you need your team to deliver effectively and efficiently. However they are unclear of the vision and where they fit. We can help you bridge the gap.

- HR Audits
- Policies and Procedures
- Compensation surveys
- Training and Development
- Interim Management
- Off-Boarding Solutions
- Testing Evaluations
- Employee surveys
- Performance Management
- Job Analysis / Descriptions
- HR templates
- Exit Interviews



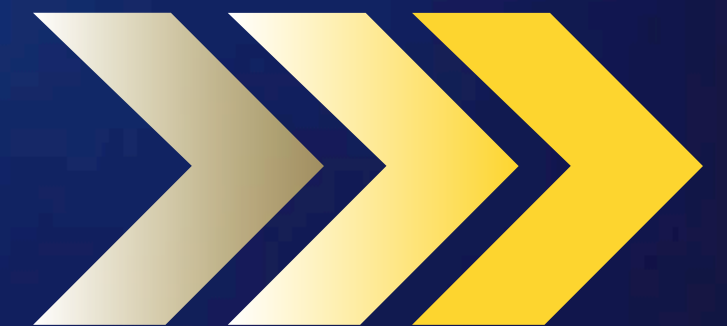
Training and Development Workshops



- Supervisory Skills Training
- Customer Service Training
- Team Building
- Managing Conflict
- Stress Management

Psychometric Assessments

You need to match the right traits and attitudes needed to run your business and take it to the next level. Online Assessments are available to test attitude and lifestyle, career, personality and leadership.



women in Energy

JOB FAIR
EMPOWERING CAREERS, CONNECTING OPPORTUNITIES
SPONSOR

EVE ANDERSON RECRUITMENT

 **eve anderson recruitment**

<https://www.eveandersonrecruitment.com/guyana/>

Saturday
April 26th, 2025

Time
09:00 Hrs - 16:00 Hrs

Arthur Chung Conference Centre

JOIN US

+592 626-0666 admin@wieguyana.org




Career Fair, Resume Writing & Interview Coaching

We support job seekers through career fairs with universities and clients' outreach across the region.

We help professionals update their resumes, helping them reflect and identify exactly what impact they made on their past jobs and present it in an accurate and compelling way to the potential employer.

evecaribbean.com


CAREER DAY
28th August, 2021 | 9:00 AM TO 5:00 PM



Highlights of Career Day

- Professionals & Job Seekers are invited
- More career options for students
- Interact with Recruitment Companies
- Choose your career program
- Get one-on-one counselling session
- Understand the various pathways

Exhibitors



Venue: Lot 24-42, Plantation Providence, East Bank Demerara, Guyana

Pre-register by Whatsapp +592 684 4471

 **MASSY STORES**



Sat 20
10am - 3pm

**Career Fair @
Massy Stores Mega,
Turkeyen/Movietowne**

Saturday 20 August, 10am - 3pm

Jobs available and more!

- Assistant Store Managers
- Store Supervisors
- Sales Manager
- Underwriting CSR
- Sales & Service Representatives
- Market Manager
- Business Development Officer

Required:

Walk with copies of:

- Your resume,
- Academic certificates,
- Picture ID

View jobs: www.eveandersonrecruitment.com/gyjobs/



ONE-STOP HR HUB

RECRUITMENT & TEMP STAFFING | PAYROLL MANAGEMENT | HR SUPPORT | BACKGROUND CHECKS

CHAT WITH US



recruitment@evecaribbean.com



+1 246 269 4896



WhatsApp

Microsoft Teams | Google Meet | Whatsapp | In-person



evecaribbean.com