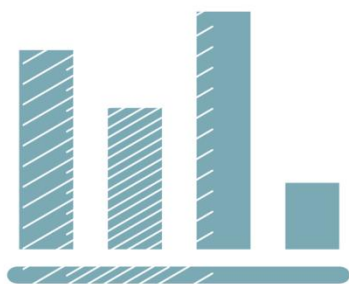


Business services: Business management

Job search resources

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This document aims to relate the main resources and channels that must be considered for a job search focused on the Business Services sector: Business Management.

The main resources of this sector channels are grouped into the following sections:

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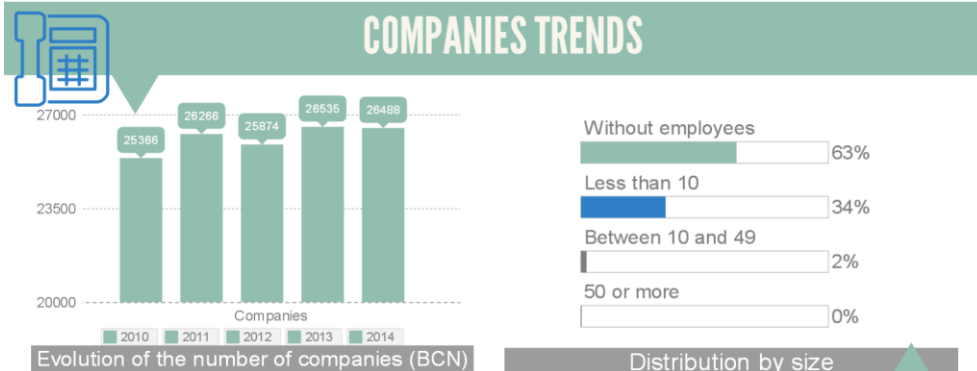
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JOB SEARCH RESOURCES



BUSINESS SERVICES: BUSINESS MANAGEMENT

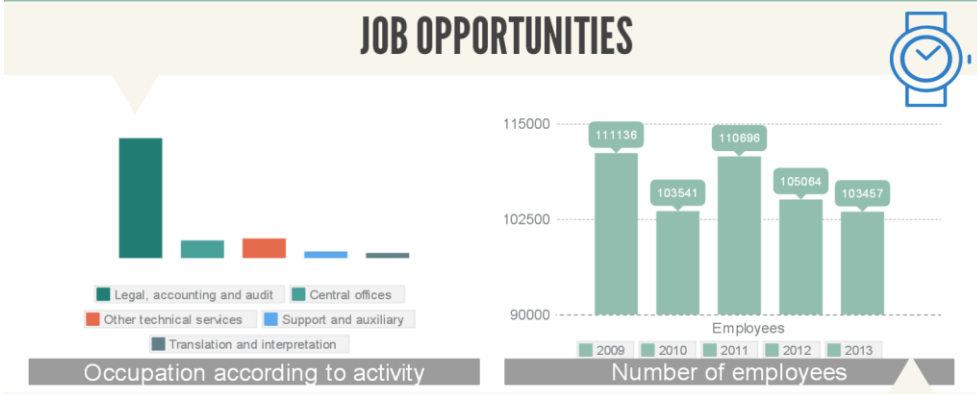
ONE SECTOR WHERE VERY DYNAMIC AND DIVERSE SMALL BUSINESSES MAINTAIN MARKET SHARE AND CAPACITY TO GENERATE EMPLOYMENT



Evolution of the number of companies (BCN)

Distribution by size

The number of companies in the city of Barcelona has remained reasonably stable over the past few years. The activities of legal services, accounting and audit are the most frequent (41% of total business)



Occupation according to activity

Number of employees

Most employment sectors is engaged in legal, accounting and auditing part of the central offices. The sector is dominated by liberal professionals and companies with less than nine employees.

Direct jobs in the sector in Catalonia (2013)

103.457

WE RECOMMEND ...

- 1 The sector demands specialization profiles, knowledge and experience in a particular area. Workshops and seminars can boost your professional profile.
- 2 A more technical knowledge is highly valued, and competencies such as teamwork, leadership and creativity are key in the service sector.
- 3 The selection of companies is a good way to find job opportunities, many companies are using this method.
- 4 The organization is an important competition, so begins to mostrar.la in your resume: is has to be structural well-organized and easy to read.

Source: DIRCE (INE), by Ajuntament de Barcelona and IDESCAT

01. Specialized employment websites

List of the main specialized websites in the sector can be found on the Internet.

Career Builder España

Employment offers categorized by sectors including blog with the updates. It has an specific area for administrative work.

<http://www.careerbuilder.es/>

Experteer.com

It is a job search, selection and professional recruitment website focused in business management and executives worldwide.

<https://lp.experteer.com/executive-jobs/>

Hudson

Search job website where you can find national and international job offers with a field selector: management, human resources, finances ... You can also send an application to join the team.

<http://es.hudson.com/en-us/job-seekers>

Michael Page International

Access to job offers in the Business Services area.

<http://www.michaelpage.es/apply>

Topsecretaria

Access to job related to secretarial and administrative management.

<http://www.topsecretaria.com/empleos/>

02. Recruitment companies and intermediaries

List of companies and organizations specialized in this sector and entities that perform a permanent process of research and job selection.

a) Services companies:

Auxiliar servicios

Auxiliary services and control group as janitors, receptionists, operators, event promoters and access controllers.

<http://www.auxiliarservicios.com/>

Avanza

Multinational specialized in business and outsourcing services. You can send your resume and that way you can access to vacancies that the company manages.

<http://www.avanzasa.com/empleo.avz>

Grupo BN Outsourcing

Business outsourcing services in Barcelona and Madrid, you can send your application to join the team.

<http://bnoutsourcing.com/solicitud-trabajo>

Grupo Clece

Consulting firm specialized in the research and selection of talent to other companies. You can send your resume to join the company and can also consult job offers related with business management.

<http://www.clece.es/>

b) Recruitment companies and consultancies:

ABZ Rosvel

Renders consulting services in the areas of HR, senior management and business organization. You can contact them via email.

http://www.abzrosvel.com/catala/compesa/empresa_fr.htm

AD Consultoria en Recursos Humanos

Allows you to send your resume and consult the job offers they publish.

<http://www.analisisydesarrollo.com/future.php>

Adqualis Human Results

Provides recruitment, selection and professional evaluation. Access to job offers from third parties.

<https://bcn.adqualis.com/itgeis/eis036.rtml>

Agrupada & Riba Nogués

National and international HR consultant. You can contact them by email.

<http://agrupa.com/web/contacto>

ANOVA

Offers consulting, outsourcing and training. Access to join the team by completing the form and sending resume.

http://www.anovagroup.es/es_CAT/recursos-humanos.html?hl=en_GB

BCN Consultores en desarrollo de recursos humanos

It offers skills assessment, personal development and consulting organizations.

<http://www.bcnconsultores.com/seleccio.php>

Bearn & Gray

It offers services to companies related to the sector. You can check the offers that they are managing and send resume.

<http://www.bearngray.com/index.php?idm=3>

Boyden

It offers consulting and executive search worldwide. Access to file candidacy through their form.

<https://www.boyden.com/index.html>

Catenon

International recruitment company that selects professionals related to business management.

www.catenon.com

Ceice

Consulting that offers services to multinationals and SMEs. It has a section on consultation of existing vacancies.

<http://www.ceice.com/ofertas.asp>

D&M Asesores Consultores

Consultora especialitzada en la recerca, selecció i avaluació de directius, càrrecs intermedis i personal qualificat.

<http://www.dmasesores.com/consultoria-en-rrhh>

Esnet

Companyia especialitzada en la consultoria i gestió d'empresa. Permet adjuntar CV i consultar les ofertes de feina vigents.

<http://www.esnet.es/cas/Ofertas>

GHC

Strategic HR consultant. It allows to access to consult job offers.

<http://empleo.globalhumancon.com/>

Grupo RH Asesores

Company specialized in HR consultancy company. Allows you to send your resume and check out the offers in progress.

<http://www.gruporh-barcelona.com/index.php?mmod=staticContent&file=forms&catID=2>

Human Management Systems

Consultant that has a job offers channel search with a job filtering, sector, geographical area or keyword.

<http://www.humaneleccion.com/utills/candidatos/empresa1.asp>

Hunivers

Provides senior executives selection, evaluation and assessment, and custom projects.

<http://www.hunivers.com/candidates-area/?lang=en>

Iberian

Company specializing in the research and selection of managers.

<https://grupobl.c.epreselec.com/General/Alta.aspx>

Icsa Grupo

Company specializing in research, consultancy and advice in HR. Access to send resume and present candidacy for the job offers they publish.

http://web.icsarrhh.com/candidates_area/curriculum.asp

LB Consultores

HR Consultant that allows you to subscribe to job offers managed by them.

<http://www.lb-consultores.com/ofertas-empleo-trabajo/>

Merca Consult

Consultancy specializing in human resources, recruitment and training business. You can contact them by email.

<http://mercaconsult.cat/es/contacto/>

Mercuri Urval

Provides recruitment, talent management and specific services to managers and senior executives.

<http://www.mercuriurval.com/en/Countries/Spain/>

Pla & Associats

Human resources consulting firm that provides recruitment, training and consulting organization.

<http://placonsultoria.com/ofertas-de-empleo/>

Talent Search People

International recruitment consultancy, located in Barcelona and Madrid. You can send your resume.

<http://www.talentsearchpeople.com/en/send-us-your-cv/>

Tea-Cegos Selección

Group specialized in the selection of executives and middle managers. Access to job search related sector.

<http://www.tea-cegos-seleccion.es>

Tobalina Consulting Group

Resources consultant who allows to join the team by sending candidacy and also consult the job offers from third parties.

<http://www.tobalinaconsulting.com/es-es/empresa/%C3%BAneteanosotros.aspx>

c) Headhunters:**Adunas**

Consulting specialized in identifying, attracting and recruiting talent. The website has a section where you can submit your application.

<http://www.adunas.com/en/cv>

Alexander Hughes

Company specialized in high level executive search.

<http://www.alexanderhughes.es/contacto.html>

CC&A

Company specializing in executive and manager recruitment in Spain and Germany, can be contacted by email.

<http://www.camperocalderon.com/021c9396990ac4303/021c9396c40b18806/index.html>

Cornestone International Group

International HR Network, without location in Spain. Allows you to send your resume.

<http://www.cornerstone-group.com/contact/>

Egon Zehnder International

It offers search services of senior professionals and also provides talent management advisory and HR.

<https://career.egonzehnder.com/?p=FullStd&ID=24>

Euromanager

Specialists in talent recruitment for companies and organizations. It allows the consultation of job offers.

<http://www.euromanager.es/contacto.php?lang=en>

Heidrick & Struggles

Company specialized in executive search. You can attach your resume and complete the contact information form.

<http://www.heidrick.com/Work-at-Heidrick/Submit-Resume>

IHR Consultancy

Company specialized in empowering teams. You can send your resume by email.

<http://www.ihrconsultancy.com/>

Laura Vidal & Asociados

Identifying and selecting executives for business customers. Access to fill the form and attach your resume.

<http://lauravidal.cvtools.com/jefam/site/es/microsite-1172>

Odgers Berndtson

International consultancy that focuses on the research and selection of manager staff. You can check the current vacancies.

<http://www.odgersberndtson.es/es/en/manage-your-career/>

Talengo

Consultancy specializing in the research and development of management talent. Access to complete the form and send your resume to join the database.

<http://www.talengo.com/en/candidates>

Advice

There are many consulting firms that consistently perform selection processes. So it can be useful to focus on select profiles similar to yours and be proactive. Not only send your resume, you may also provide networking profiles, be interested by open selection processes and follow them. It will be easier to keep up the vacancies that are managing and coaches will have a better understanding of your profile and your skills.

03. Professional societies and associations

The professional societies and associations provide information and guidance, and very often job offers.

a) Professional societies and associations:

ACEC+ Associació Catalana d'Empres Consultores

Private organization that represents companies in the field of consultancy in Catalonia and its professionals. From the website you can access to job offers.

<http://www.asocat.org/en/red-acec/job-listing>

Col·legi d'Economistes de Catalunya

Professional association of economists website

www.coleconomistes.cat

Col·legi de Gestors de Barcelona

Website of the Association with sector relevant information.

<http://gestors.cat/es>

Foment del Treball

Employers Catalonia companies. It puts together the biggest companies and does the same with numerous regional and sector employers.

<http://www.foment.com/cat/default.aspx>

Pimec

Employers of small and medium companies in Catalonia.

<http://www.foment.com/en/default.aspx>

b) School Business

CEF

Financial Studies Center. Training center in Barcelona where is scheduled training and specialization in business management. You can access the search job area.

<http://rrhh.cef.es/>

Deusto Formación

It offers training and specialization in business management.

<http://www.deustoformacion.com/>

EADA Business School Barcelona

Access to the search job website, business directory and professional practices of the institution.

<http://www.eada.edu/en/companies/career-services/recruit-eada>

EAE Business School

It has a careers services with access to internships for students.

<http://en.eae.es/professional-careers/eae-employment-portal.html>

ESDEN

School of Business and Technologies. With access to the search job area.
<http://esden.es/esden-business-school/>

ESADE

Access job offers and internships through a service careers.
http://www.esadealumni.net/ea/career_services

ESERP Business School

Institution of national and international job which also has a search job area and internship management.
<http://en.eserp.com/student-services/employment-bureau/>

IE Business School

Access to the job search area in the Business School.
<http://www.ie.edu/business-school/recruit-and-careers/>

IESE

Business School of the University of Navarra with campus in Barcelona and Madrid. It offers training in leadership and management. It offers an advisory service and support insertion for students and alumni.
<http://www.iese.edu/en/resources/career-services/job-oportunities/>

Advice

The update in this sector is essential with regard to developments in legislation, methodology and the use of technology and the internationalization of markets. The companies valued specially trained professionals updated and abreast of industry trends. Keep that in mind whether you belong to this sector as if you want to join from another.

04. Networking

Spaces and platforms where you can find other professionals, companies and organizations that lead and energize the sector.

Bebee

Professional network specialized sectors, which connects people affinities and common interests. It has a diversity of groups and also a search engine of offers, among other services.

<https://es.beebe.com/groups>

Advice

If you have a profile review show responsibility and entrepreneurial vision to social networks could help you show yourself as a professional full potential. Moreover, whatever your profile, be enrolled on platforms like LinkedIn or Bebee facilitates visibility to your network and access to tenders published by the media.

TGs as:

- **Human Resources - Talent Management Executive /**
https://www.linkedin.com/grps?gid=98001&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A440597411446635040804%2CVSRPtargetId%3A98001%2CVSRPcmpt%3Aprimary
- **Project Manager Community /**
https://www.linkedin.com/grps?gid=35313&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A440597411446635101684%2CVSRPtargetId%3A35313%2CVSRPcmpt%3Aprimary
- **Secretarias y Ayudantes de Dirección /**
https://www.linkedin.com/grps?gid=3757994&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A327922551448885734959%2CVSRPtargetId%3A3757994%2CVSRPcmpt%3Aprimary
- **Directivos de España /**
https://www.linkedin.com/grps?gid=2541246&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A327922551448885734959%2CVSRPtargetId%3A2541246%2CVSRPcmpt%3Aprimary
- **Equipo AD (Equipo de Apoyo a Dirección) /**
https://www.linkedin.com/grps?gid=3174406&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A327922551448885761903%2CVSRPtargetId%3A3174406%2CVSRPcmpt%3Aprimary
- **SecretaryPlusEs /**
https://www.linkedin.com/grps?gid=3755014&trk=vsrp_groups_res_name&trkInfo=VSRPsearchId%3A327922551448885792559%2CVSRPtargetId%3A3755014%2CVSRPcmpt%3Aprimary

Or following the social profiles of entities such as:

- **Via Empresa /** <https://twitter.com/viaempresa>

05. Conferences and events

Most important events and activities in the sector.

To keep abreast of major industry events that take place in Barcelona follow the twitter profile [@barcelonactiva](https://twitter.com/barcelonactiva)

BIZBarcelona

Access to the calendar of specific events to entrepreneurs and SMEs.

<http://www.bizbarcelona.com/en/home>

Congrés Anual Catalunya Emprèn

Annual conference organized by the Generalitat de Catalunya oriented to the sector of entrepreneurship and enterprise Catalan.

<http://accio.gencat.cat/cat/agenda-activitats/activitats-emblematices/forum-inversio/2015/index.jsp>

Manager Business Fòrum

Specific seminars for management professional which are held annually in different Spanish cities, including Barcelona.

<http://www.managerforum.es/>

Advice

This sector is transversal needed for other sectors of activities, which is why in addition to knowing and participating in the events of the area is important to identify sectors and specialized professional show there your application. Take also the seminars and workshops organized from business schools, associations and professional associations.

You can find more information in the section *Channels for the job search* into the area *Tools* of the web [Barcelona Treball](http://www.barcelonatreball.com)



Report prepared by www.impento.es

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Barcelona Activa

Central offices
Llacuna, 162 - 164
08018 Barcelona
+34 934 019 777
barcelonactiva.cat

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