



SEARCH MASTERS

OVER 50 YEARS OF CONNECTING
LEADING COMPANIES WITH TOP TALENT

2 SUMMIT PARK DR,
SUITE 425
INDEPENDENCE, OH
44131

WWW.SEARCHMASTERS.COM
OFFICE: (216) 781-5311



WHO WE ARE



FOUNDED APRIL 1, 1973



**NORTHEAST OHIO'S LARGEST AND MOST
SUCCESSFUL TECHNICAL RECRUITING FIRM**

If you're seeking a skilled technical salaried professional—whether for a permanent/direct hire or a contract/temporary role in Northeast Ohio—Search Masters is uniquely equipped to deliver. Since our founding in 1973, we've developed and refined a proven recruiting process that consistently produces successful, high-quality placements.

This proven process is based on three basic principles:

1. IN-DEPTH PERSON TO PERSON PRESCREENING

We don't just identify and recruit candidates — we personally interview and prescreen each person. A dedicated Search Masters counselor discusses the full scope of your role with every potential hire. Only after confirming their qualifications, interest in the duties, fit with company culture, and willingness to commute or relocate, do we present them for your consideration. These insights come from real conversations — not from a resume.

2. LOCAL & NATIONAL RECRUITMENT

While our roots are in Northeast Ohio, our recruitment capabilities extend across the country. We continue to leverage our strong local network to place top-tier talent without the added cost and complexity of relocation — but when the right candidate isn't local, we seamlessly tap into our national reach. Whether the need is regional or nationwide, we identify qualified professionals who align with your role, culture, and long-term goals.

3. WITH YOU EVERY STEP OF THE PROCESS

In today's competitive hiring landscape, we maintain ongoing communication with candidates throughout the process. We uncover not just salary expectations but also motivating factors to consider a move. When it's time to extend an offer, we'll communicate to you exactly what it will take to secure your ideal hire — no guessing required.

POSITIONS FOR WHICH WE RECRUIT



DESIGN ENGINEERING / CONSTRUCTION

- CAD DRAFTER
- CAD DESIGNER
- PRODUCT ENGINEER (ME AND EE)
- ENGINEERING MANAGER
- INDUSTRIAL DESIGNER
- MACHINE DESIGN ENGINEER
- PACKAGING ENGINEER
- CONTROLS ENGINEER
- TEST ENGINEER
- APPLICATIONS ENGINEER
- ESTIMATOR
- TECHNICAL WRITER
- ARCHITECT
- CIVIL ENGINEER
- STRUCTURAL ENGINEER
- CONSTRUCTION PROJECT ENGINEER
- CONSTRUCTION SUPERINTENDENT
- CONSTRUCTION MANAGER

QUALITY AND SUPERVISION

- QUALITY COORDINATOR
- QUALITY TECHNICIAN/SUP
- QUALITY ENGINEER
- QUALITY MANAGER
- QUALITY DIRECTOR
- PRODUCTION SUPERVISOR
- PRODUCTION MANAGER
- PLANT MANAGER/SUPERINTENDENT
- OPERATIONS MANAGER
- VP OF MANUFACTURING
- TOOL ROOM SUPERVISOR/MGR
- NDT

SUPPLY CHAIN / MAINTENANCE

- MATERIALS PLANNER/MGR
- SUPPLY CHAIN ANALYST/MGR
- INVENTORY CONTROL MGR
- BUYER / SR. BUYER
- PROCUREMENT SPECIALIST
- LOGISTICS COORDINATOR
- WAREHOUSE SUPERVISOR/MGR
- SHIPPING & RECEIVING SUPERVISOR
- PRODUCTION CONTROL SCHEDULER
- BUYER/PURCHASING MANAGER
- INVENTORY CONTROL ANALYST
- CONTRACT ADMINISTRATOR
- MATERIALS/SUPPLY CHAIN MGR
- PURCHASING MANAGER
- FACILITIES MANAGER
- MAINTENANCE MANAGER

POSITIONS FOR WHICH WE RECRUIT



PROCESS ENGINEERING / TECHNICIANS

- MECHANICAL
- ELECTRICAL
- ELECTRONIC
- FIELD SERVICE TECHNICIAN
- FIELD SERVICE ENG/MGR
- MAINTENANCE TECH/MGR
- MANUFACTURING ENGINEER
- INDUSTRIAL ENGINEER
- TOOLING ENGINEER
- PLANT ENGINEER
- RELIABILITY ENGINEER
- SAFETY/ENVIRONMENTAL ENGINEER
- LEAN/CONT. IMPROVEMENT ENGINEER
- AUTOMATION ENGINEER
- CAD/CAM/CNC PROGRAMMER
- PROGRAM MANAGER
- MFG. ENGINEERING/MANAGER

CHEMICAL/METALS/MATERIALS PROCESSING

- CHEMIST
- CHEMICAL LAB TECHNICIAN
- CHEMICAL ENGINEER
- CERAMICS ENGINEER
- MATERIALS/POLYMER ENGINEER
- LAB MANAGER
- METALLURGIST
- WELDING ENGINEER
- TECHNICAL DIRECTOR
- R&D ENGINEER
- EHS MANAGER

C-LEVEL / FINANCIAL / SALES / IT

- CEO/CFO/COO/CHRO
- HUMAN RESOURCES MGR/DIRECTOR
- ACCOUNTANT
- ACCOUNTING MANAGER
- FINANCIAL BUSINESS ANALYST
- CONTROLLER
- INSIDE SALES ENGINEER/MGR
- CUSTOMER SERVICE MANAGER
- WEB DEVELOPER/SPECIALIST
- DATABASE/SYSTEM SPECIALIST
- IT MANAGER/DIRECTOR
- SALES ENGINEER/MGR
- NETWORK ENGINEER/MANAGER
- PROGRAMMER
- PROGRAMMER ANALYST
- SYSTEMS ENGINEER

PRIORITY RECRUITING PROGRAM



Search Masters offers an efficient, confidential solution for your hiring needs through our private interview sessions. These sessions are designed to maximize your time and streamline the interview process:

- Interview multiple pre-screened candidates in one scheduled block (in-person, phone, Teams, Zoom)
- Hosted in private, executive-level offices—free of workplace distractions
- On-site recruiting counselors coordinate all logistics
- Candidates value the confidentiality and convenience of the format
- Immediate feedback and follow-up available
- Especially effective for high-priority or confidential search assignments
- Available during business hours, evenings, and weekends

Our team dedicates its primary recruiting focus to supporting these exclusive sessions, ensuring a high-quality experience for both clients and candidates.



CONTINGENCY SEARCH

With our contingency search model, you don't pay a fee unless we successfully place a candidate. This gives your company flexibility with no upfront cost or commitment. But unlike many firms, we don't just send over stacks of resumes. Every candidate we present has been personally interviewed and evaluated to ensure they align with your company's values, goals, and culture.

RETAINED SEARCH

Our retained search clients benefit from a structured, proactive approach that involves extensive research, outreach, and relationship-building with passive talent. This model gives us the room to go deeper—identifying candidates who may not be actively looking but are the right fit for your long-term goals. The partnership includes consistent updates, transparent communication, and tailored strategies built around your timeline and expectations.

CONFIDENTIAL SEARCH

Some searches require discretion—whether you're replacing a current employee, planning an internal restructure, or entering a new market. We handle confidential searches with care, ensuring your company's identity is only shared when necessary and appropriate. All outreach and communication with candidates is done thoughtfully, keeping your objectives and privacy at the forefront.



SINCERITY GUARANTEE

The Sincerity Guarantee requires our candidate to accept your job offer in writing. With the signed assurance in this guarantee that they will start the accepted job, there is no reason for the candidate to try to use your job offer as a tool to obtain a counteroffer or to solicit offers from other potential employers.



60-DAY GUARANTEE

If your new employee placed by Search Masters should be terminated within 60 calendar days of their start date, your firm will not be charged an agency fee. This does not apply to layoff situations.

At Search Masters, we operate on a contingency basis—meaning you only pay a fee when a candidate we refer accepts your offer and begins employment at your company.

Our fee structure is tied to the candidate's first-year base salary or hourly rate and is due in full within 30 days of their start date.

This model ensures our commitment to quality placements that align with your hiring needs and company culture. You incur no upfront costs, and we only succeed when you do.

WHAT SEARCH MASTERS WILL DO FOR YOU

WHO WE ARE	WHAT WE DO	WHERE
The area's largest private technical recruiting firm, established in 1973.	We recruit manufacturing management and technical personnel for firms in Northeast Ohio and throughout the United States.	We specialize in recruiting candidates from the Northeast Ohio area and nationally in your local market to eliminate relocation costs and related challenges.

WHEN	WHY	HOW
When we personally interview a prospective candidate for your firm, we provide the best screening service available.	Our interviews allow us to discuss critical topics with candidates including employment references, education, compensation expectations, job fit, availability, and interest in your position.	By recruiting locally, we maintain personal contact with candidates. This enables us to share valuable insights that go far beyond what a resume can tell you.