



**HEBLING**  
& ASSOCIATES, INC.

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## — ABOUT OUR FIRM —

Helbling & Associates, Inc. is a retained executive search firm specializing exclusively in the construction, facilities management, real estate and engineering industries. We proudly represent top contractors and developers, prominent public and private colleges and universities, healthcare entities, public agencies, engineering firms, and corporations throughout the United States.

By focusing exclusively within our specialty sectors, we are able to continually assess the challenges and opportunities facing these organizations and the professionals within them while building a strong network of contacts. This network and our philosophy that executive search is a personal business more than a people business allows us to uniquely understand a candidate's strengths, motivations, and career aspirations.

With this foundation, we have developed the ability to effectively communicate with candidates and clients to provide a consultative and collaborative approach to the search process. We believe that our continuing success is due to our commitment to learn about and thoroughly understand both our clients and our candidates to ensure a match both professionally and personally.

## OUR COMMITMENT TO — CANDIDATES —

To assure candidates that we will only explore opportunities that reflect their personal and career objectives, Helbling & Associates' consultants dedicate a significant amount of time to learning about their employment history, talents, and skills as well as their personality, motivations, strengths, and weaknesses.

By having a comprehensive understanding of our client organizations, their corporate cultures, objectives and goals, we are able to have in-depth discussions with our candidates to ensure that their short and long-term goals are complemented by our client's objectives which will allow for a smooth integration and successful placement.

Helbling & Associates is committed to conducting ethical business practices. Confidentiality is extended to each and every candidate and all correspondence will be handled in a professional manner. We do not submit a candidate's resume or reveal his/her identity to a client until we obtain permission to do so.

Our confidentiality guarantee is also extended to our clients. We will not divulge the name of our client until we establish that a candidate is qualified and genuinely interested in the presented opportunity.

## OPEN THE DOOR TO NEW — OPPORTUNITIES —

Today's construction environment offers candidates a host of employment possibilities, and Helbling is aware of confidential opportunities that exist for individuals at all levels of construction, facilities management, real estate and engineering. If you are interested in pursuing the details of a position described to you or would like us to apprise you of any other opportunities in your expertise, please forward your resume to our organization. Be sure to include project experience and accomplishments to ensure that we will only investigate options that will be appealing, challenging and complementary to your career objectives.

## — CANDIDATE BENEFITS —

- Notification of opportunities that are undisclosed to the public, as the majority of our searches are exclusive assignments.
- Exploration of opportunities that reflect a candidate's career and personal objectives.
- Impartial comparison of growth potential between current employer and prospective opportunity.
- Professional resume formatting.
- Preface of interviews with full disclosure of client company information.
- Guidelines and tips for the interviewing process.
- Client interview feedback.
- Advocate in compensation negotiations to ensure opportunity is fair and beneficial – financially and professionally.
- Support during and after the actual placement to maintain a smooth transition.
- Assistance with relocation issues and concerns.

## FIRMS REPRESENTED

### Contractors:

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General  
Construction Management  
Heavy Civil  
Electrical  
Energy & Utility  
International  
Mechanical  
Specialty

## POSITIONS FILLED

Executive Management  
Business Development  
Estimating  
Financial  
Human Resources  
Information Systems  
Legal & Safety  
Marketing  
Information Systems  
Operations  
Project Controls

### Owners:

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Academic Medical Centers  
Colleges & Universities  
Fortune 500  
Healthcare Institutions  
Pharmaceutical  
Public Agencies

Capital Program Management  
Energy & Utilities Management  
Engineering Management  
Facilities Executive Management  
Green & Sustainability  
Institutional Architecture  
Real Estate Portfolio Management

### Real Estate:

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Facility Managers  
Developers  
Property Managers  
Residential Builders

Executive Management  
Financial  
Marketing  
Operations

### Engineering:

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Architectural  
Environmental  
Multi-Disciplined

Executive Management  
Engineering  
Green & Sustainability  
Marketing  
Planning