PRICE LIST: CAREER COUNSELLING AND OUTPLACEMENT

Reference | Letter of Recommendation | Testimonial
—Entry & Advanced Level—

Career Strategy Planning ▪ Highlighting Achievements ▪ Copywriting ▪ AI Check

We can draft or revise a ready-to-sign template for a professional reference (“Arbeitszeugnis”), interim reference, work placement certificate or personal letter of recommendation, tailored to your individual requirements; for middle managers, project leaders, managers or senior experts (complex profiles), we offer the ‘Executive’ package with an unlimited number of meaningful adjustments; expatriates can choose the ‘English Employment Reference’ package, which is issued as a letter of recommendation, reference or testimonial.

€ 129,00 – € 179,00	Basic Text/German
€ 199,00 – € 375,00	Executive Text/German
from € 129,00	Reference, Letter of Recommendation/English
from € 129,00	Testimonial/Englisch

→ All fees are agreed in advance.

Reference | Letter of Recommendation | Testimonial
—Top Management Level—

Career Strategy Planning ▪ Highlighting Achievements ▪ Copywriting ▪ AI Check

Even senior executives such as Heads of Departments, Managing Directors or Executive Board Members sometimes need prompt, written and legally binding confirmation of their performance – we offer this bespoke service for precisely that purpose: we draft or revise, on your behalf as a senior executive, a ready-to-sign template for a formal reference or a personal letter of recommendation in accordance with your individual specifications.

Our package also includes as many useful revisions as necessary. If required, you can receive further personalised advice on employment references in collaboration with specialist employment lawyers (please note: the lawyer’s additional fees are subject to individual agreement).

from € 399,00	C-Level Text, Senior Executive Text

→ All fees are agreed in advance.

Cover Letter | Curriculum Vitae | Resume
—Entry & Advanced Level—

Convincing humans and the machine with facts and a personal touch

We create and refine your personal application documents: cover letter, cover sheet, CV and project lists. You'll present yourself with well-structured and appealing documents that highlight your strengths: We offer strategic career planning for your documents, including AI-resilience, to ensure that your presentation succeeds on both a factual and emotional level – with confidence, self-assurance and a personal touch.

Working closely with you, we develop an application tailored entirely to your needs and provide personalised application advice. For your international application, we prepare your documents in English in accordance with Anglo-American conventions.

The following quotes are each for one language and will be finalised once the existing documents have been reviewed. The review of the documents you send in is free of charge.

€ 99,00 – € 250,00	Creation / Revision of Cover Letter
€ 99,00 – € 325,00	Creation / Revision of CV or Resume
€ 199,00 – € 450,00	Creation / Revision of complete documents
from € 199,00	Documents in English

→ All fees are agreed in advance.

Cover Letter | Curriculum Vitae | Resume
—Top Management Level—

Our service is aimed at discerning candidates with complex profiles, right up to managing directors and board members: we present you as a compelling leader who is well-suited to even the most demanding top-level positions. Special rules apply when presenting yourself to headhunters – once we have prepared your documents, you will impress even the most critical recruitment consultants. On request, we can also prepare your documents in English. The same applies here: a strategic career-focused approach to your documents, including AI-resilience, to ensure your presentation succeeds on both a factual and emotional level – with confidence, self-assurance and a personal touch.

The following quotes are each for one language and will be finalised once the existing documents have been reviewed. The review of the documents you send in is free of charge.

from € 450,00	Application with headhunters or reaction to an advertisement
from € 350,00	Creation / Revision of CV or Resume in German

→ All fees are agreed in advance.

Career Coaching | Interview Training

Our standard package for a compact, sustainable solution. Suitable in the following and many more situations or requirements:

- A change of role, department, colleagues, etc.
- The right application strategy
- The successful job interview
- Presenting yourself perfectly on social media (LinkedIn, Xing, etc.)
- Taking on a leadership role
- A specific challenge in a leadership role
- A special presentation
- A highly specialised talk or report
- A crucial meeting
- Passing a management appraisal or management audit
- An important upcoming project
- Successfully navigating a decision-making situation or strategic issue

€ 250,00	Single Session 60min, expandable at any time
€ 499,00	Double Session = 120min
from € 1.399,00	Deep Dive Consulting Day
from € 2.500,00	Complete Individual Outplacement Programme

The Personal Profile on Business Social Media

A poor presentation on social media career platforms – such as Xing or LinkedIn – blocks enormous career potential, as headhunters and recruiters won't be able to find their candidates! Presenting yourself effectively using the right keywords is a key step on the path to securing a job interview.

We will create or revamp your profile on a bespoke basis, working in close consultation with you. Please send us links to your profiles on the relevant platforms, if you already have them. Following a free initial review, we'll get back to you with a proposal to optimise your profile.

from € 129,00	Check and assessment
from € 499,00	Creation, based on the candidate's personal digital strategy

→ All fees are agreed in advance.

Contact to Dr. Thorsten Knobbe, Managing Partner Leaderspoint®

Mobile phone	+49 – 170 – 384 31 23
Email	thorsten.knobbe@leaderspoint.de
Web	www.leaderspoint.de
General enquiries	https://www.leaderspoint.de/kontakt/