

Search Office Services is a division of Search Consultancy. Established in 1994, we provide permanent and temporary office jobs & recruitment solutions within the secretarial and administration functions across a number of industries.

As you would expect, our client portfolio includes some of the UK's largest employers, who themselves represent a wide cross section from industry and commerce. Our large, specialist team of consultants handle the full range of positions, including:

- Personal Assistant
- Customer Service
- Secretary
- Data Entry Operator
- WP Operator
- Medical Secretary
- Legal Secretary
- Clerical Assistant
- Administrator
- Office Junior

Search Office Services comprises an experienced and dedicated team of specialist consultants who have established themselves in the marketplace for high quality and outstanding success from both a client and candidate perspective.

To find out more please contact your local Search office or visit our website.

Aberdeen: 01224 611 100

Crawley: 01293 848 100

Dunfermline: 01383 734 444

Glasgow: 0141 272 7777

Leicester: 0116 247 3300

London: 0207 415 4002

Sheffield: 0114 209 6210

Birmingham: 0121 352 4444

Dundee: 01382 305400

Edinburgh: 0131 718 8000

Leeds: 0113 308 8000

Liverpool: 0151 229 5555

Manchester: 0161 835 8600