

Ten2Two Case Study



Key Travel Calls Ten2Two for Help

Background

Key Travel is Europe's leading Travel Management Company (TMC) dedicated to the not-for-profit sector. They have served organisations for 40 years, pioneering the use of charity and academic contracts and offering expertise to the specialist needs of their clients. Operating globally, Key Travel has helped countless aid workers reach some of the biggest crisis and disaster areas in the most difficult of circumstances.

Challenge

Hear first hand from Spence Knudson, CFO, Key Travel: "In the last year we have significantly grown our business at Key Travel. The task of effectively integrating two acquisitions into the organisation alongside the challenges of managing a growing business made the management team realise that we needed some help.

A classic PA wasn't the solution. These days most executives, including Directors, are more self-sufficient than ever before. We manage our own communications, fix our own meetings and write our own letters. We needed someone who could make us collectively more effective as a team, vigorously manage the important everyday milestones that are so easy to miss and take on projects that we can simply don't have the time to do. Having an ear to the ground to keep us abreast of what's happening in the business might also be useful."

Solution

"With such a challenging brief we approached Ten2Two as we knew we could provide some flexibility around the working hours. They have a huge community of candidates that want to work flexibly and they were confident that they could find someone with fantastic skills and who would love the combination of flexible hours and the buzz of a London office.

We expected them to provide a high level of service, which they did. But moreover we were delighted with the quality of candidates and even more delighted with the successful candidate, who used her experience to settle quickly and instantly add value to the team of Directors.

Anne is working flexible hours and her direct (and often off-peak) journey from Buckinghamshire to our Kings Cross office is straightforward. She is a great living case study of how flexible working can be effective when you find the right person."

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Ten2Two Tips

Do you have company offices?

Travelling into an office need not be a barrier to flexible working. The simplicity and length of the journey and the flexibility of the working week combine to make flexible roles highly accessible to great candidates.

How did this work for Key Travel?

Ten2Two found some high calibre and very experienced senior PAs and Executive Assistants for Key Travel Management to consider, all of whom wanted flexible hours and who had a direct, simple journey to the office.

We help businesses find talented part-time professionals to cost-effectively grow and improve their business.

