recruitment
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2-Minute Exit Readiness Audit Checklist

Is Your Recruitment Agency Actually Built to Sell?

How to Use This Checklist

Review each section honestly.
Note any areas where you answered no or are unsure.
Prioritise closing those gaps over the next 6 to 12 months.
Remember that preparing for exit increases both valuation and buyer confidence.

☐ **1. Financial Stability**

Do you have 3 years of stable or growing gross profit?
Is more than 60% of revenue recurring or repeatable?
Are your margins consistent across clients and sectors?

☐ **2. Operational Independence**

Can the business run for 3 months without the founder stepping in?
Are key processes documented and followed by the team?
Do you have a second tier of leadership ready to step up?

☐ **3. Commercial Infrastructure**

Are your client contracts robust and transferable?
Do you have clear ownership of intellectual property and data?
Is your CRM and billing system up to date and accurate?

☐ **4. People and Performance**

Do you measure productivity by consultant, not just billings?
Are incentives aligned to long-term profitability, not just placements?
Do you have succession plans for key billers and managers?

☐ **5. Buyer Appeal**

Can you demonstrate a pipeline of opportunities beyond the current year?
Is your client base diversified enough to avoid reliance on a few accounts?
Do you have clear evidence of compliance, governance and risk management?

If you've ticked fewer boxes than you'd like, I can help you close the gaps and pilot a project that works. Get in touch today

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