

To: Epstein Jeffrey[jeevacation@gmail.com]
From: Lesley Groff
Sent: Mon 8/5/2013 11:42:01 AM
Subject: Reminder Skype Calls today start at noon EST

Interviews Monday August 5

12:00

Mr. Ron Rogers

Skype : [REDACTED]

Phone: [REDACTED]

He is in Palm Beach visiting his father

12:30

Mr. Mark Tollison

Skype : [REDACTED]

Phone: [REDACTED]

Available at both days

13:00

Mr. Marc Willems

Skype : [REDACTED]

Phone: [REDACTED]

Mr. Willems is available at Monday after 1PM. On Tuesday he is at work and the contact details are different.

Tuesday August 6:

12:00

Mrs. Fiona Cameron-Williams

Skype : [REDACTED]

Phone: [REDACTED]

Her preference is Tuesday morning

Kind regards,

Frank Fortgens

Director of Recruitment - Senior House Management Instructor

The International Butler Academy

Kasteel Oost

Oosterweg 36

NL - 6301 PX Valkenburg

The Netherlands

www.butlerschool.com

www.butlersguild.com

www.kasteeloost.nl

www.butlers.net

www.niep.info

Mobile: [REDACTED]

Email: [REDACTED]

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Van: Richard Kahn [mailto:[REDACTED]]
Verzonden: vrijdag 2 augustus 2013 22:41
Aan: Frank Fortgens
Onderwerp: Re: RE: RE: RE:

principal will perform interviews
please allocate 15 mins for each syke
12-4pm est for interview
thank you

Richard Kahn
HBRK Associates Inc.
575 Lexington Avenue, 4th Floor,
New York, New York 10022

tel [REDACTED]

fax [REDACTED]

cel [REDACTED]

On Aug 2, 2013, at 2:00 PM, Frank Fortgens wrote:

Dear Mr. Kahn,

Thank you for your reply.

I will contact all candidates and ask for their availability and time frame. Please let me know what time you have in mind and how much time will be involved with each interview. Based on those details I will set the schedule for the candidates. When the candidates confirmed such I will provide you with their Skype address, email and phone numbers.

You mentioned "we". Who will be the interviewer. In your last email you wrote: "all resumes have been sent to principal". Is he involved with these interviews? Please let me know who he is.

Kind regards,

Frank Fortgens

Director of Recruitment - Senior House
Management Instructor

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Mobile: [REDACTED]

Email: [REDACTED]

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Van: Richard Kahn

[mailto:[REDACTED]]

Verzonden: vrijdag 2 augustus 2013 19:38

Aan: Frank Fortgens

CC: Lesley Groff

Onderwerp: Re: RE: RE:

we would like to set up skypes for next monday aug 5 and or tuesday
aug 6 for all 4 candidates below

can you please advise on who should arrange - you or myself

thank you

Richard Kahn

HBRK Associates Inc.

575 Lexington Avenue, 4th Floor,
New York, New York 10022

tel [REDACTED]

fax [REDACTED]

cell [REDACTED]

On Aug 1, 2013, at 4:28 AM, Frank Fortgens wrote:

Dear Mr. Kahn,

The fourth candidate just send me his documents. Please find attached:

Tollison, Mark – Confidential Report.pdf

At this moment you have the documents of:

1. Rodgers, Ron – Confidential Report.pdf
2. Cameron-Williams, Fiona – Confidential Report.pdf
3. Willems, Marc – Confidential Report.pdf
4. Tollison, Mark – Confidential Report.pdf

Would you please be so kind and let me know if and in such case when you want to interview one or more of these candidates.

Since distance is involved often our clients prefer to start with a Skype or telephone interview before spending traveling costs.

I look forward to receiving your reply.

Kind regards,

Frank Fortgens

Director of Recruitment - Senior
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Mobile: + [REDACTED]

Email: [REDACTED]

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Van: Frank Fortgens
[mailto:frank@butlerschool.com]

Verzonden: woensdag 31 juli 2013 9:09

Aan: 'Richard Kahn'

Onderwerp: RE: RE:

Dear Mr. Kahn,

Please find attached: Willems, Marc – Confidential Report.pdf

Currently I am in contact with Mr. Mark Tollison. He is preparing the necessary documents. If I received them I will forward our report immediately.

Kind regards,

Frank Fortgens

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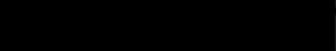
www.butlers.net

www.niep.info

Mobile: 

Email: 

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Van: Richard Kahn [mailto:

Verzonden: dinsdag 30 juli 2013 15:51

Aan: Frank Fortgens

Onderwerp: Re: RE:

thank you for your quick response

we liked ron a lot however we would like to review a few more
candidates before we begin to
interview

thank you again for all your assistance