

Working With Recruiters

October 6, 2005

You don't have to be Tiger Woods or a movie star to have an agent. Working with recruiters is a great way to find opportunities that may not be advertised on job boards or in the career section of company websites.

How do you go about finding a recruiter that is well suited to your job search?

- **Research** - get on the Internet and search out all of the staffing agencies in your area. You can also pick up a book at your local bookstore in the career section. Invest some of your time in learning about how recruiters work.
- **Get on the phone** - Searching for a job is no time to be shy. Make some calls and set up some face to face interviews with recruiters who focus on your industry
- **Ask questions** - Find out what kinds of skills the recruiter or staffing agency typically represents, what clients do they works for, who is the best recruiter on the team to be your representative, what level of positions do they usually work on. Find out about the recruiters background and track record of completed searches.
- **Build relationships** - You want to work with someone that you have a good relationship with. That means when you call them and they call you back. They should help you with coaching and guidance.
- **Know what you are looking for** - When you meet with recruiters you should be prepared to tell them about the type of position, compensation package, benefits, and office location that you are looking for.

Recruiters fill around 15% of the open positions in the job market. Some recruiters' only work on executive level searches, others focus on a niche market such as sales or accounting. The staffing industry is very large and is filled with many great people who can help you if can get in front of them and match one of their open jobs or target market. You do not have to only select one recruiting agent; you can work with several at the same time on different opportunities.

Another great way to get recruiters to help you is by helping them. If you are not a match for any of their current postions perhaps you know somebody who is. Share your referrals, some recruiters may even offer to pay you a referral fee if you provide them with a candidate they can place.

You should know that recruiters get paid by companies to find talent for them. My suggestion is that you steer clear from any recruiters that may want to charge you a fee as a job seeker.

- Craig Silverman

All information is copyrighted by Work Ministry or resources noted. Printing of any information is permitted, but documents may not be altered or used for commercial purposes.