

CANDIDATE EXPECTATIONS

WHAT YOU CAN EXPECT FROM US - CANDIDATES

- We will always take our direction from you.
- Your search will be conducted with the highest level of confidentiality.
- We will not waste your time.
- If we cannot assist you, we will provide you with resources.
- We will strive to become the best listener in your life.
- Our goal is to become your lifetime agent.
- Your resume | CV will never be submitted without your permission.
- Prior to our interview we will send a Profile Form to you, in order to spend our entire interview focused on what is most important to you.
- You will only be contacted, when we have an opportunity that meets the priorities you share with us during your interview.
- Prior to an interview, we will share inside information on our clients to provide you with a competitive edge.
- If we don't have a current opportunity that matches your priorities, we will market your skills to our outstanding client base as well as companies you identify.
- After each interview, we will fine tune our search based on your feedback.
- If you are interested in one of our opportunities, we will negotiate the best possible offer.
- Your references will be checked, and we will share the results with you.
- We will continue to work on your behalf until you have landed your next opportunity.
- Once we place you in a position, we will follow-up with both you and your new employer.

- These services will all be provided at no cost to you.

What WE NEED FROM YOU

- We would appreciate a resume | CV that is accurate.
This can prevent you from being screened out due to inaccuracies
- Many of the opportunities we represent are not advertised and we ask that you do not share information on these positions with others.
This eliminates other candidates who could end up being your competition
- We need to know your target date to make a career change, so we respect your timeframe.
We will only send you on job opportunities that are ready to hire when timing is right for you
- If you are only interested in more money, we advise you to meet with your current employer prior to going on interviews.
You don't want to jeopardize your current job, by accepting a counteroffer
- Realize the more open and honest you are with us, the better service we can provide you.
When we understand what is most important to you, we can make a better match
- Realize we specialize in your Profession and want to discuss your short as well as long-term career goals.
This helps us know what positions to present that will help you accomplish your goals
- If you make any alterations on your resume | CV, please inform us.
Inconsistencies in a resume can cause you to be screened out
- Prior to our interview, please email back your completed Profile Form so we can focus on your priorities during our conversation.
Our Profile Form reveals what is most important to you and what you see as your next career move. This enables us to present opportunities that represent career advancement
- Realize we have inside information on each of our clients that we will share with you prior to the interview. We ask that you make yourself available for this pre-interview preparation.
This inside information can help you interview much better than your competition

- When in doubt, please agree to go on the interview. Often it takes your feedback after an interview, to help us fine-tune our search.
Your feedback is critical on the efforts I will make on your behalf to make sure the job you accept represents your next logical career move
- Please share with us the companies you respect, so we can target those companies when we are marketing your skills.
We want to market you to our best clients as well as other companies you prefer to work for most.
- After each interview, we need you to contact us, so we can take our direction from you.
We will not take the follow up call from our client, until we talk to you. If you want the job, we will do our best to overcome any concerns of our client. We want to take our direction from you. If you're not interested, we will withdraw you from consideration.
- Please keep us updated on your interview activity, so we don't duplicate efforts.
When we see where you are interviewing and for what positions, that helps us fine tune our search efforts on your behalf. It also prevents us from contacting a company where you've already applied.
- It is important that we know what salary and benefit package you will accept so we can negotiate the best offer possible.
We do not want to waste your time and all companies have budgetary considerations. That is why its important that we know what range you will accept.
- We will need business as well as personal references.
When our clients have any concerns, we often quote references who know you very well. This helps us sell your qualifications more effectively to the person who could end up as your boss.