

## **Candidate - Frequently Asked Questions**

### **1. How long does it take before I am presented with a job opportunity?**

The times may vary a great deal. Some individuals may have an opportunity within the first week of registering with a recruiting firm. Others, may unfortunately, never have a position presented. The key to ensuring success is to providing the recruiter with all of your qualifications and staying in touch with them.

### **2. How often should I call my recruiter?**

Keeping the lines of communication open with your recruiter is very important. You should ask the recruiter how often they would like to stay in touch with them. If not, communicating with them on a monthly basis should be adequate.

### **3. How should I handle multiple offers when one of them is through my recruiter?**

Honesty is imperative when dealing with a recruiter. By providing them with what your options are, they can be very valuable in assisting in evaluating all of your offers, and may be able to work a better opportunity for you with their client. A good recruiter puts your interest ahead of their own.

### **4. Once I take a new position, should I tell my recruiter to take me off their list?**

Whether or not you decide to stay active in your job search, you should contact your recruiter to advise them of the status change in your employment. Your recruiter will want to know if they should continue to present opportunities to you, or if you would like to inactive your file. The decision is yours to make. Areas to consider when making the decision to keep your file active or not is how often are you changing positions and what effect will another quick change make to your resume, does your new position satisfy all the requirements that you set out at the beginning of your search, and do you want to be tempted by new opportunities within the first year of your new position. Whatever your decision, communicate this clearly to your recruiter so they may act in your best interest.

### **5. I was dismissed from my last position. What do I tell prospective employers when asked why I left?**

This is one of the questions that strikes fear into everyone who has been dismissed from a position. The question is as much about how you respond as what you say. Do not get defensive! That indicates that there is a reason why you should be. Stay positive and indicate that unfortunately, there wasn't a good match between what your skills were and what the expectations of the company were. Therefore, the decision was made that it would be best that your employment be terminated. If further questions are

asked, respond in a positive manner that although the situation was difficult, you have had the opportunity to reflect on it has have come to realize that the decision was best for both parties.

## **6. I have more than 1 job opportunity being presented. How do I make a decision?**

When evaluating a new opportunity, ensure that you have enough time to evaluate the opportunity, and that you have the full details so that you know the complete package being offered. Take the time to compare each position to the requirements that you set out needing in your new position. Evaluate what it is that you do not like in your current or last position, and does either of these positions address those concerns. Put aside the areas that both positions are equal, and assess which has the higher appeal to you. Once you have completed that, also review the management team and assess which team you feel is a better match to what you are looking for.

## **7. What are the benefits of working contract?**

Contract offers many benefits. It allows you the opportunity to evaluate the company and the position before accepting anything on a permanent basis. Many contracts do present permanent opportunities with the company. It allows flexibility – in work hours and time off. It also allows a variety of positions in which you have an opportunity to learn new skills and improve your technical abilities, while providing new challenges. It shows employers that you are able to adapt to new situations and learn quickly. Remuneration is typically a bit higher to compensate for not having benefits.