



What does a recruitment consultant do?

A recruitment consultant is the intermediary between companies seeking to recruit professional staff (The Client) and professional staff (The Candidate) seeking a career move or contract assignment. However, this process has endless variations and complications depending on such factors as the skills and experience required, the environment and career development offered and just as importantly, the personality fit. It is the executive recruitment consultant's job to facilitate this exercise for both the employer and the job seeker and to satisfy both.

A fundamental part of this process is to obtain information by talking to, and meeting with, people:

You talk to and meet potential and existing clients to find out about their business, their culture, their current and future recruitment needs, and to develop a loyal and powerful relationship with them -- so that when it comes time to recruit a professional, they choose to use Australian Recruiting. Since some clients are not aware of, or are even skeptical about the benefits of using Australian Recruiting, you also have to "sell" to them those benefits.

You talk to and meet job seekers to assess their skills and experiences, their career goals, and their suitability for different positions. The more information and therefore the more knowledge you have, the more opportunities you can create in bringing your clients and candidates together in a successful match or placement. And while Australian Recruiting has a fine name in the marketplace (don't take our word for granted - ask around) and provides considerable internal support, YOU will largely make it happen for yourself by being proactive, persistent and professional.

It is also a common view that we are in the "human resources" business, but this is inaccurate. While "professional recruitment and selection" is a vitally important component of our clients' human resources function, for us recruitment is a "sales" business - we are "selling" our services to our clients and the only difference (albeit a significant one) between ours and other business services is that our "product" walks and talks and has an opinion about whether it wants to be sold. Executive recruitment in Australian Recruiting is a fast and frenetic environment - it is no place for you unless you can work at a brisk pace, in a highly charged work environment and can cope with being constantly available and responsive to your clients and your candidates. You will also regularly experience the lows of rejection and disappointment as well as the highs of success.



What will make you successful?

There are no hard and fast rules as to who will be successful in recruitment, since the range of businesses within the group covers a number of disciplines and levels of recruitment. Opportunities generally exist for ambitious individuals with either (although not exclusively):

- A proven track record within one of our specialist professional disciplines (See Our Website for a list of disciplines we currently recruit in)
- General business, commerce or sales experience
- Previous recruitment experience

In Australia, the business predominantly focuses on recruiting on a contingency or selection basis (i.e. from a shared candidate database or by advertising on behalf of clients).

The structure of each business depends on each sector or location you work in. However, teamwork is always the common denominator. Whether working in a specific sector or on a geographical basis, the individual needs of clients and candidates are serviced by a dedicated team, which frequently comprises of consultants specializing in either temporary or permanent recruitment or at different levels.

Here are some key attributes we look for:

Your attitude

Your attitude will make or break you. If you are positive, motivated, persistent and well organized you will succeed. It may take you a while but if you have these tools and you are an excellent listener, we will make every resource available, to help you fulfill your potential.

Your Commitment

Commitment is the key to your success in our business. Recruitment is definitely not a 9 to 5 career. Its addictive, however Australian Recruiting has a unique working culture where we offer far more flexibility of working hours than most traditional businesses!

You must be prepared to put in the hours consistently and make productive and creative use of your time. In return, we can promise you a rewarding, "work hard, play hard environment".

Your level of activity

Particularly in the early stages of your career at Australian Recruiting, your day is spent making telephone call after telephone call to reach prospective candidates and clients. This high level of activity has a direct correlation to your future success.

Your teamwork

We rely on teamwork and so it is important that you thrive on working within a team towards a common goal, that you trust your team-mates and they can trust you.

Your judgment

Recruitment requires sound judgment and keen insight into human nature. You rely on your judgment when you make hundreds of decisions every week on business opportunities and situations. Other people rely on your judgment when you are recommending they meet a candidate or a client. Sound judgment will come from listening and learning, as well as experience and plain common sense.



Working for Australian Recruiting

Working as a recruitment consultant with Australian Recruiting offers plenty of job satisfaction. We'll **empower** you, giving you the autonomy to work within a team, but with the freedom to make your own decisions. Work hard, achieve results and you'll be duly **recognized** and well **rewarded**. What's more, at Australian Recruiting, we invest in people through a structured training program, so the opportunity for career **progression** is always there. If you're ambitious, you can really grow within Australian Recruiting.

The role of a Recruitment Consultant with Australian Recruiting provides a varied, commercially focused career in a competitive results orientated environment. Each day you will face challenges which will require you to use your personality and intuitive skills to fulfill the needs of your clients. Working in a team structure with like minded professionals you will be focused upon the delivery of a high level of service and in doing so gain the rewards and recognition for the contribution you personally make to the growth of Australian Recruiting in Australasia.

Previous recruitment experience is NOT a pre-requisite - the majority of our consultants have backgrounds in the industries into which they now recruit adding real value to the recruitment process. What you **MUST** bring is enormous enthusiasm, energy and a commitment to making the most of your career. As a recruiter there is a direct correlation between the effort you put in and the success you achieve and at Australian Recruiting we are recognized as providing the training and support which encourages individuals to excel and attain their true potential - it is in our interest that you succeed.

If you are frustrated in your current role and doubt that the career path which lays ahead will satisfy your personal goals then a career as a Recruitment Consultant at Australian Recruiting may provide the change of direction you seek.

To find out more contact David Young on 1300 123450, visit our website at www.australianrecruiting.com or e-mail david.young@australianrecruiting.com

