

CareerGrowth Group



November 10, 2011

Dear Successful Career Professionals

Since the job market has begun to improve over the past year, many of my clients are considering changing positions, or firms. Even those who are not thinking about this get contacted by Executive Recruiters through LinkedIn: “the new professional job board.” Because of my extensive background in Executive Recruitment, my clients rely on me for extensive coaching on the subject of “playing ball with recruiters.” So here we go:

1. **When a Recruiter calls** - listen to what he/she has to say. The thinking behind this advice is to make yourself available even if you love everything about your job and your current employer. Even if you aren't interested, you may know someone else who is and getting on a Recruiter's preferred list will serve you well through the entire course of your career.
2. **When a Recruiter contacts you** – request a copy of the Position Description. In fact, don't let the Recruiter ask you any questions, or offer to answer any until you see the Position Description. If a Recruiter denies having one, ask him/her to get one to email to you.
3. **During an early conversation with the Executive Recruiter** – be intentionally vague. Don't offer geographic roadblocks, etc. In fact, in my first year as an Executive Recruiter, I was told to NEVER listen to candidates who swear they won't relocate, but in this competitive market what you say may be held against you.
4. **Never give your salary history to an Executive Recruiter UNTIL** you know well what the hiring range for the position is. If a Retained Search Consultant is the one to contact you, this salary range should be in writing.
5. **Lastly, don't discuss your salary requirements.** Your answers (too high) or (too low) can eliminate you from consideration for a position that you might want.

Numerous clients of mine have been invited for interviews all over the world through Executive Recruiters. Many of them indicate that OUR working together landed them these interview opportunities. As each of them received an offer, they credit their coaching work with getting them to the Offer state.

Want to be successful in handling the delicate/diplomatic conversation with recruiters? Call me to discuss what benefits YOU will receive in your search..

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About Beverly R. Daniel: Beverly Daniel is a career counselor / coach, who helps career professionals move successfully from one level of their careers to another. This can include assessments and evaluations about career choices, strategic planning for career moves, navigating in corporate structures, or moving from corporate to self-employment, or entrepreneurship. She works with lawyers, banking executives, marketing professionals, among others in all functions and industries. Beverly has been in the executive search and career-counseling field for 29 years. She holds a BS and MS in Psychological Counseling from Boston University. She holds an MBA in Management from New York University. Beverly studied for a Ph.D. in Clinical Psychology at Case Western Reserve University.