

*I am the Westside Area Manager for NW Staffing and have been with our company for 24 years this week. We are considered a full service staffing company specializing in Clerical, Administrative, Legal, Accounting, entry level technical and even dental, manufacturing and more.

*Let's jump in on some best practices on how to best partner with Recruiters.

#1 – Do the **RESEARCH** before you make the call

- Take a good look at our websites to see what kind of placements we make. Are we full service or do we specialize in certain disciplines? If we are a 100% legal placement staffing company and you are seeking a position in commercial real estate, it's likely not the right fit. Find companies that match your skills and interests.
- Ask others for referrals – who have they had great luck with and start there if there is a fit.
- Take a look at the positions we have posted – does something interest you? Appear to be a match?
- Look for reviews and special awards – focus on the candidate satisfaction. Do the people we work with have good things to say?
- Take a look at us on LinkedIn – learn more about our experience. Do we seem to offer what you are looking for? Make that connection request – we love that and always look to develop strong networks.

#2 – How should you **PREPARE** before calling or reaching out to us?

- If you are reaching out to us – be ready just like you would be to talk with any hiring manager.
- Introduce yourself, let us know you've done research on us and why you have selected us to contact.
- Tell us if you've seen a particular opportunity you are interested in or if you've been referred to us.

- If timing allows – we may want to learn more about you on the spot so be ready! If not – have your calendar available so we can set up a time.
- Have your current resume on hand and be prepared to talk about job transitions. If you aren't sure how to address one, we'll do some brainstorming with you.
- Have professional references – they should include former supervisors and let us know where you worked with that particular person so we have points of reference when making those calls. We DO call references – our clients hold us to a higher standard when it comes to vetting and screening candidates.
- Some industries rely more on letters of recommendation – especially the legal industry. If you have them, they are great to include with your list of 3-4 references.
- Be prepared to articulate your dream job! What does it look like in terms of industry, size of company, location, responsibilities, mission, seniority level and target compensation.

NEXT PAGE

#3 – How to approach your **contract/temporary** job search different than your fulltime job search

- What are you possibly interested in on a shorter term basis? Think about something that might be more fun – maybe less stress, opportunity to add to resume.
- What duration makes sense to you? Some prefer shorter term, while others only want something 90+ days. It's up to you – but think on it and be prepared to talk about what that might look like for you.
- Is there something different you want to try – so contract or temporary makes sense to do that?
- It's not your forever job – so be creative in your approach and be open minded.
- Ask about benefits – does the agency offer them to contract and temporary employees? Many do – so there is much less risk!

NEXT PAGE

#4 – WHY consider contract/temporary work at this time – what should expect over the next 6-12 months from staffing companies?

- I have NEVER had a hiring manager discredit a candidate's work history because they preferred to work at a different level vs. stay on unemployment.
- You will make some great connections – there is no better way to network and learn new industries and often new skills that can lead to fulltime opportunities.
- The job market will most likely be a challenge the next 6-12 months. There will be no better time to consider contract or temporary work.
- Keep in mind – passing on contract and temporary opportunities now will make it that much harder to find work as those not working now have to start their job search come July with the CARES act runs out. The competition will become greater.
- SHRM recently posted an article on how companies will handle hiring as they reopen – the reiterated that companies will be tapping into their staffing partners to secure talent quickly and will likely start them contract as they see how the market goes.

#5 – How do you STAND OUT and STAY ON OUR RADAR from the rest?

- I think Scott will touch on this topic as well but at NW Staffing – here's what makes you stand out.
- Be responsive and reply back with good follow through. When we have an opportunity – our client usually needed to hire YESTERDAY so time is of the essence.
- We love text and email – it's a great way for us to track information in our system so we all have access and can best support your job search.
- Let us know when you see an opportunity we have posted if you are interested – we love that! We are often juggling 100+ active candidates so help us keep you in mind.
- Leverage our knowledge and consider our feedback. We are happy to give resume feedback and love to see the work put into make the changes. We know our clients best – take our interview and new assignment start advice and prep for success.