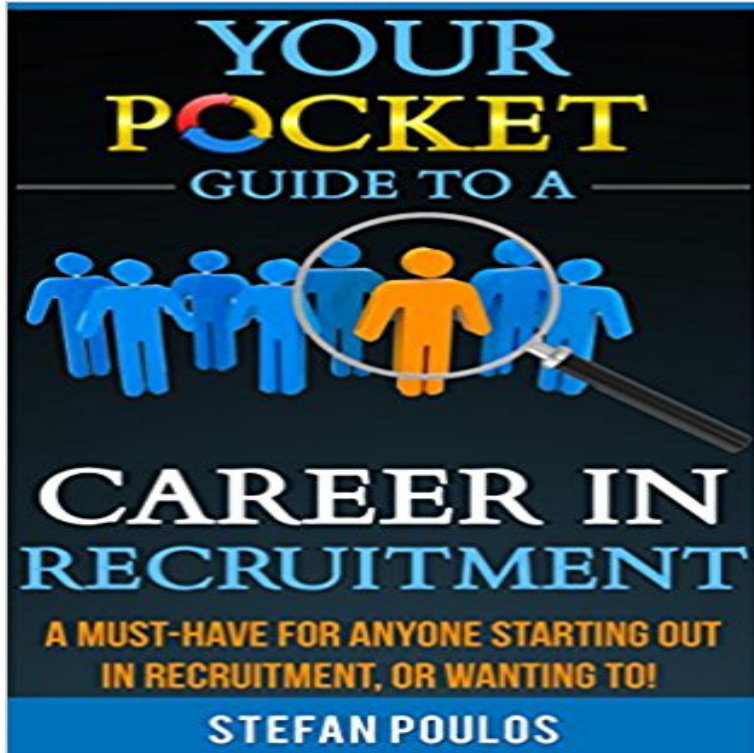


Your Pocket Guide to a Career in Recruitment



This guide is for anyone thinking of starting a career in recruitment, for anyone who wants to know about the job of a recruitment consultant and what it entails, for anyone who has just started in the industry and wants to build on the training they have received. This guide provides a good overview of the role of a recruitment consultant and what the job entails. It goes into detail about all aspects involved with the recruitment process, from starting on a new desk, to dealing with candidates, clients and the job life cycle. You will learn a whole range of skills ranging from how to search for, and interview candidates, how to find suitable clients and win business from them, to picking up jobs and filling them. This guide will provide you with all the information and basics you need to survive your first year in recruitment and beyond.

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