



10 Questions You Should Ask Before Interviewing with a Recruiting Firm

Not all recruiting firms are created equal. There are questions you can ask the firm you're considering before you begin this important process.

Here are some of those important questions — and our answers:

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| 1. What is your area of specialty? | At Chicago Recruiters, we specialize in recruiting and placing professionals in the fields of Accounting, Finance, and Information Technology for both permanent and contract positions. We're always searching for candidates with outstanding skill sets and experience. |
| 2. How do you begin the process of working with candidates? | You can contact us by email or phone. Or you can submit your resume at our web site. After receiving your resume, we will contact you to arrange an interview as soon as an opportunity matches your qualifications. |
| 3. Where do you find potential employers? | We represent a diverse network of companies that have needs for talent in Accounting, Finance, and Information Technology. Our client relationships have been built over the years from repeat business, referrals, networking, cold calling, and advertising. |
| 4. How often can I expect to hear from my recruiter? | The recruiting professionals at Chicago Recruiters expect you to be a proactive participant in your career search. As a result, you are encouraged to contact your recruiter whenever there is new, pertinent information about your career search. On our part, we assure you that we will contact you as soon as we receive an opportunity that is a good fit for your background. |
| 5. Do I need to pay a fee for your recruitment services? | No. All fees are paid by the client companies. |
| 6. Will you require me to work with you exclusively? | No. However, we do recommend taking a conservative approach to the number of recruiting firms you engage. It is our experience that the more recruiting firms a candidate works with, the less likely he or she will find an appropriate, timely opportunity. |
| 7. Will you keep my information confidential? | Of course. We will never present your resume to a potential employer without securing your permission first. Once we do present you to the client company, you should plan to check in with us regularly for updates. |
| 8. Why is working with you better than searching on my own? | There are several reasons why working with Chicago Recruiters is a better solution than conducting your own search: <ul style="list-style-type: none">• We have inside information on company cultures that we can share with you.• We are often aware of confidential searches that are not advertised and can share them with you.• We can save you time. Because it's always better to look for a new position while you are already employed, you may not have the time available to search for opportunities. We do.• We offer you direct access to hiring managers. Compared with sending your resume to a job board, which may not ever reach the desk of the right person, this is a much more effective way to reach real decision makers. |
| 9. Do you conduct reference checks? | Yes. In fact, conducting thorough reference checks is what separates us from other recruiting firms. More important, it's what separates you from other candidates. Following up a presentation with a solid reference gives you a much better chance of getting that all-important interview. |
| 10. What is your placement success record? | The straight answer: It depends on your background. If you possess a skill set that is in high demand, we can promise a greater probability of placement. If your background does not clearly separate you from your peers, the probability decreases. |