



RECRUITMENT AGENCIES EXPLAINED

AGENCIES CAN BE POWERFUL PARTNERS IN YOUR JOB SEARCH.

Understanding how they work helps you get the best support and avoid any pitfalls. ❤️



IN THIS GUIDE

- ✓ What recruitment agencies do
- ✓ How they get paid
- ✓ What to expect
- ✓ Red flags to watch for
- ✓ Getting the best results



HOW RECRUITMENT AGENCIES HELP



FIND SUITABLE VACANCIES

Good recruiters match your skills to employers looking for people like you.



PROMOTE YOUR CV

They present your CV to employers and explain why you're a good fit.



PREPARE YOU FOR INTERVIEWS

Many agencies offer interview tips and share information about the employer.



NEGOTIATE OFFERS

They can discuss salary, start dates and contract details on your behalf.



ONGOING SUPPORT

A good recruiter keeps in touch before and after placement.



HOW TO CHOOSE A GOOD AGENCY



Registered and professional



Clear communication



Specialises in your industry



Gives honest feedback



Doesn't pressure you

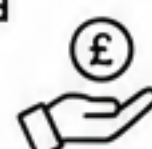


RED FLAGS



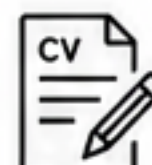
They ask you to pay to be represented

A genuine recruitment agency earns its money from the employer – not from job seekers.



They charge to tailor your CV before submitting it

A recruiter may suggest improvements or edit your CV as part of representing you for a vacancy, but they should not ask you to pay for this service in order to put you forward for jobs.



Guaranteed jobs

No agency can guarantee employment.



Requests for bank details before a job offer

Only provide financial details after you've accepted genuine employment and completed the correct payroll paperwork.



Pressure tactics

Avoid agencies that push you into unsuitable roles.



GET THE MOST FROM A RECRUITER



Keep your CV up to date



Be honest about your experience



Respond quickly to calls and emails



Tell them what roles you really want



Build a professional relationship



TOP TIP

Recruiters work for employers – but good recruiters also help candidates succeed.

Build relationships with trusted agencies and stay professional throughout the process. ❤️