



TR3 Recruitment Candidates FAQs

WHAT CAN I EXPECT FROM MY RECRUITMENT CONSULTANT?

Your Recruitment Consultant will provide you with a confidential and professional free service that may assist you to secure your next employment opportunity.

Or recruitment process will always involve:

- A request for permission to send your details to our client.
- A thorough briefing on the background of the vacancy and client as well as any other insights about the corporate culture or value proposition.
- An overview of the key position responsibilities.
- Updates on any developments that may help you secure your next career opportunity.

WHEN WILL I BE CONTACTED ABOUT JOBS?

We'll contact you when your background fits the criteria for one of the jobs we are seeking to fill. We'll share with you as much as we know about the opportunity, discuss the fit and if the role is deemed to be appropriate for you, request your permission to submit your resume.

WHAT IF TWO RECRUITERS CALL ABOUT THE SAME JOB?

Assuming that each recruiter has explained the company and job, work with the recruiter who contacted you first. We discourage working with recruiters who will not tell you the company they are representing or who they intend to forward your resume to.

HOW CAN I WORK WITH THE RECRUITER DURING THE INTERVIEW PROCESS?

It is critical that you keep your Recruitment Consultant updated and in the loop at all times both during and after initial interview.

- Be sure to tell your Recruitment Consultant should the client contact you directly for any reason or if an interview has been scheduled or postponed.
- After meeting with the client, call the recruiter to share what happened and your thoughts feelings or potential reservations about the role.
- If an offer is made, you'll always discuss it with your Recruitment Consultant in detail prior to formally accepting it.
- Always let your Recruitment Consultant know if you are also pursuing opportunities outside of the one that you are working directly with them on.

- If at any time you require further information about the recruitment process or an update in relation to an outstanding application, email your Recruitment Consultant or Emily Terrington personally at emily@tr3recruitment.com.au.

MY COMPANY MADE ME A COUNTER OFFER. HOW DO I DEAL WITH THAT?

The counter offer could look pretty tempting and you may even consider staying in your current position. Statistically speaking, 72% of employees who accept a counter offer end up leaving that job within one year.

Consider the following before making your decision:

- Ask yourself why you had to resign before your boss offered you more?
- If you get more money, where did it come from? Is it just your next raise given to you early?
- It is possible your company will start looking for someone to take your place at a lower salary?
- Your boss now knows you're restless and your company loyalty may be in question.
- If economic times get rough, layoffs may start with you.

WHAT INFORMATION WILL TR3 RECRUITMENT REQUEST FROM ME?

To help match you to the most appropriate position, your Recruitment Consultant will ask for the following:

- Current chronological Curriculum Vitae
- The completion of a skills questionnaire
- Current salary and salary expectations
- Geographic considerations
- The details of two professional referees
- Evidence of working rights
- Evidence of academic transcripts

HOW CAN I DEVELOP A LONG-TERM WORKING RELATIONSHIP WITH TR3 RECRUITMENT?

Like any successful relationship, Recruitment Consultant-Candidate relationship is based on mutual trust, respect and communication. Here are some simple guidelines to ensure success for both:

- Determine your long-range goals before exploring opportunities.
- Be open and honest about your expectations for the position and salary.
- Follow through on all of your commitments promptly.
- Provide accurate and complete data on your Curriculum Vitae.
- Alert us if you already have been in contact with the Company/Client that we seek to refer you to.

- Be enthusiastic and keep a positive attitude.
- Provide us with an in-depth analysis of your interviews. Be sure to include all the "pros and cons".
- We greatly appreciate referrals of quality candidates.