

How to get past the HR or recruiter interview

Types of recruiters

1. Corporate / internal recruiters
2. Agency recruiters (staffing, consulting, recruiting firms)
3. Executive search firms

10 Great way to handle a rookie recruiter

1. Connect! Connect! Connect!
2. Be nice! Likeability is key.
3. Assume that they have great intentions.
4. Listen!
5. Take notes.
6. Let them drive the interview. Let them get their questions answered, so you can move on to the next interview.
7. Ask clarifying questions if you don't understand what they're asking you.
8. Wrap up the conversation with A. What you heard and B. Two or three reasons why you think you're a great fit.
9. Follow up! Send clear, concise follow up about why you think you're a good fit for the position. TRANSLATE! Include more info. if needed (but just a little bit)
10. Don't be a jerk. No matter how irritated you are (and sometimes, it's justified!), take a very deep breath and remember that they are doing the best they can.

The 6 biggest mistakes w/ recruiters

1. Talking too much (they don't have time!)
2. Interrupting often (they don't have time + it makes you unlikable)
3. Being too formal / all business (forgetting to connect + be likable)
4. Being really negative about anything (that makes you NOT likable + raises flags)
5. Forgetting that this is a first date (asking about picky things too soon ... like commute, benefits + money)
6. Being a jerk because you're frustrated. If the recruiter clearly does not understand the role and/or is having a hard time asking you intelligent questions, it can be VERY frustrating. However, taking it out on them will get you cut from the process.

The 5 key things recruiters need to know

1. Can you DO the job? Minimum qualifications!
2. Do you UNDERSTAND the job?
3. Money: Are you at the RIGHT PRICE?
4. Will you FIT IN? Will the hiring manager like you? Will the team like you!
5. Do you WANT the job (level of interest, availability, etc.)?

6 Things the recruiter *might* want to know

1. Will you *really* make a move? What would motivate you to leave your current role? How will you make your final decision?
2. Competition: How interested are you *really*? Who else are you dating right now?
3. Work history: why quit last job, favorite job, worst boss, etc.
4. Behavioral questions: failure, weaknesses, etc.
5. Benefits (money, vacation, health insurance, stock options, etc.)
6. What questions do you have for them?

How to prep for a recruiter interview

1. Know what kind of recruiter you're dealing with
2. Know what makes you great (key skills + experience)
3. Identify the gaps b/w what you've got + what they want
4. Get ready for the 5 core questions
5. Get ready for the scary questions (anticipate the worst)
6. Research the recruiter & the company
7. Prep some questions

How to close out a recruiter interview

1. Ask how you "fit" what they are looking for. See interview questions for good ways to ask.
2. Ask what the next steps are in the process (how many interview, who will be involved, etc.)
3. Ask about the timeline: when they expect to make a decision?
4. Ask when and how they would like you to check in with them.