



STARTING A NEW JOB

Starting in a new career can be a daunting prospect. For many, a new job can also mean a new home, new colleagues and new bills! Here's some advice to help you make the transition from job seeker to successful recruiter.

1. Don't be afraid to ask questions

Recruitment offices are often fast paced environments and it can be tricky to find time to ask questions of more senior people in the business. No one is expecting you to know everything from day one though and as a general principle, if you're not sure of something, do ask. Also remember that you are in the fortunate position of having the team at Enabling Change to contact if you have any general queries.

2. Be realistic about what you can/can't achieve

With your manager, ensure that you set realistic aims and targets as to what you can achieve in your first months in the role. Be mindful that like any sales environment, a recruitment environment can be an emotive one - you'll have some days where you have great successes and other days where nothing seems to go your way. Try not to get too swept up in these emotions - whether positive or negative - and look at your development over the medium term.



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3. Budget carefully

If this is your first career role, expect to spend some cash on necessities for work – suits, travel costs and lunches may all be expenses you need to splash out on before your first pay day. It might be boring, but over the next few weeks, put together a realistic budget to cover your essential living costs based upon your basic salary. Try to put yourself in a financial position whereby any bonus you receive in the first few months is a genuine bonus rather than a necessity to cover living costs.

4. Observe the best!

As well as the training you'll receive from Enabling Change and the training you'll receive within your business, keep an eye on what the top performers in comparable roles are doing. 'Lucky' recruiters often work harder and smarter than others but often struggle to recognise what it is that they do differently. Be mindful of what makes them successful and try to incorporate this into your routine.

5. Commit to getting better

You shouldn't expect to be the finished article right away, so don't put too much pressure on yourself immediately. It'll take a reasonable amount of time to familiarise yourself with the role, the company and your marketplace. Be fair to yourself, but commit to finding specific areas in which you can improve on a weekly basis.