

# GPRS Recruitment Career Professionals Charter

A summary of how we aim to achieve a successful outcome by working together with you



## WE PLEDGE TO

Be totally open and honest with you, accurately manage your expectations, and deliver all post-interview feedback in a constructive and open manner with no 'spin'.

Operate with all clients on a no-win no fee basis, utilising our best endeavours to secure suitable career opportunities. Accordingly, we place significant value on our time; so please help us not to waste it.

Remain wholeheartedly diversity compliant, ensuring we only submit the most suitable applicants to our clients, entirely irrespective of everything else.

Not forward your details to clients without your express permission, having discussed with you outline details of opportunities we have established as being suitable for you.

Communicate with you on a regular basis to remain up-to-date with your holistic job search progress.

Provide you with a minimum of 48 hours notice for interview opportunities we create for you.

Not offer incentives for recommendations, as we believe those who recommend our services do so by way of recognition and appreciation.

We reserve the right to withhold details of our exclusive assignments for reasons of confidentiality, until such time as interview opportunities are confirmed.

## ACCORDINGLY WE RESPECTFULLY SEEK YOUR ASSISTANCE WITH THE FOLLOWING

Inform us at the earliest opportunity by telephone if you have secured a job offer via your own endeavours, or third party sources; this ensures we won't spend our time trying to find you a job when you already have one.

Advise us of employers known to you who you wish us to actively market you to, ensuring we are doing all we can to create interview opportunities for you.

To attend interviews for opportunities we have arranged for you, and accordingly not cancel your attendance at interview unless in exceptional circumstances (we've heard all the excuses; all we ask is that you are straight with us in return).

Notify us by telephone at the earliest opportunity in the eventuality that you must cancel interviews we have arranged for you. We do not want to deprive others of such opportunities, and therefore expect you will attend as agreed.

Help us to identify opportunities within your current employer, allowing us to be able to help other career professionals in their job search.

Complete our post-placement feedback questionnaire as and when we help you to secure a new position, and permit us to use any such feedback to promote our services to others.

Inform us of companies your details have been submitted to independently, or by third parties (other recruitment agencies), meaning that we do not expend valuable time needlessly.



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