

## **Graduate Training Scheme**

The graduate scheme gives you extensive off and on the job training, along with experience of working in each of the teams within Seven before progressing to a role as a Recruitment Consultant.

### **Classroom Training - First Stage**

You will start life at Seven as a 'Resourcer'/'Trainee Consultant'. You will receive a well rounded introduction to the commercial environment Seven work within. Week 1 will be a thorough induction, introducing you to all things Seven, to the rudiments of the role and to the industry in which Seven operate. You will get a full training pack, a variety of interesting classroom exercises and coaching throughout your first week.

### **On the Job Training**

You will then rotate around the business, for the first quarter, having the opportunity to work on each of the teams, to get to know both the people and business inside and out!

You will be involved in sourcing candidates on a national scale and providing vital support to consultants. Typical activities will involve headhunting, networking candidates, conducting searches on external websites and on our very extensive database. In addition, you will build strong rapport with candidates and colleagues alike, and generally gain an excellent insight into the key competencies of a recruitment consultant i.e. relationship management, information management and communication – to name but a few!

You will be assigned a buddy who will be available to support you at any time. You will also receive excellent on the job training, in line with the changing responsibilities of your role as you make the transition from Resourcer to Consultant. There is no set time frame for this to happen, it is completely dependent on your desire to achieve and progress – as success is hugely recognised within Seven and therefore ambition and drive are key!

### **Classroom training – Second Stage**

After this probation period (often the first quarter), all Resourcers will be fully appraised before becoming Consultants and will have the continued support of their team and direct manager. You will then get another weeks training on more complex aspects of the role such as interview training, marketing and client management before you start your role proper.

Your role begins!