

Candidate Services

Starbuck James can work for candidates in a variety of ways.

If we are running an assignment to fill a certain role, you might contact us following an advertisement being placed. Alternatively, we may contact you, with a view to ascertaining your interest and appropriateness for a role.

At this initial stage, for reasons of client confidentiality, we may or may not be able to provide you with comprehensive details of the company and role.

Whilst companies' recruitment processes vary, we guide you through the process from the initial discussion, to offer/acceptance. We endeavour to prepare you for each stage of the process in order to optimise your chances of securing the perfect role.

When you are engaged with Starbuck James, we will provide help tailored specifically to you. This will relate to your personal circumstances and the role you are targeting.

However, we have provided some generic advice that you may find useful:

How to change jobs

We suggest ways in which to optimise your chances of securing the best possible opportunity.

What does the client want?

Unless you have an understanding of a client's requirements, it is unlikely that you will be able to illustrate that you meet them. We have detailed the qualities and experiences that are commonly valued across organisations.

How to create a convincing CV

We suggest a way of putting together a CV that will project you in an advantageous light.

Writing and setting out the CV

We explain how to write and set out the CV in order to convey the desired impression.

The covering letter

We suggest ways of writing a letter to accompany your CV.

The interview

In order to maximise your chances of being effective, we cover the following areas:

- **Making a positive and lasting impression**
- **Questions to answer**
 - **Likely questions**
 - **Possible questions**
 - **Storyboard technique**
- **Questions to ask**