



Candidate Expectations

When working with Resource Partners, we want all prospective and current candidates to have a clear understanding of what to expect from us and vice versa.

With that in mind, here are a few of our guiding principles and operational procedures:

1. **Submissions:** We always, repeat always, will discuss and identify the client name and search assignment we are interested in with regard to your profile. Generally, unless requested otherwise by the client, we will identify the Hiring Manager for discussion purposes. We do not submit resumes or candidate profiles to clients without discussing it with candidates.
2. **Status Updates:** We will provide relevant status updates with regard to your material submission and candidate status with our clients. "Relevant" means we have received a "Yes, we are interested in interviewing", a "No Interest in interviewing" or a "We need more information to make a conclusion". We will seek to get this response from the client as soon as reasonably expected. We DO NOT call candidates unless we have something to tell you. We DO NOT call candidates just to say "no update as of yet". We will update you once we receive any response from the client.
3. **Interview Preparation:** We will always prepare an active candidate for an interview to the best of our ability. Beyond supplying the relevant information regarding, time, date and place, we endeavor to give our candidates insights into the opportunities and hiring manager(s) beyond general job descriptions.
4. **Follow Up/Post Interview:** We expect you to let us know your feedback from interviews the same day they take place, positive or negative. We will likewise endeavor to get feedback from the client, positive or negative within 24 hours.

Please advise your Resource Partners Recruiter if you have any questions.

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