

# WIELD YOUR APPEAL



**How do you leave headhunters a trail of breadcrumbs to your workstation? Joshua Yim, CEO, Achieve Group of Companies paves the way**

**D**o you want a fatter pay cheque, a bigger bonus and greater advancement opportunities but feel like you've hit a plateau – or worse, a dead end – in your current job? Here's how to seek greener pastures and increase your chances of getting headhunted.

## Increase your reach

The first step is to make sure you're seen in the right place at the right time. That means upping your visibility by attending networking events, trade shows, seminars and conferences. Widen your circle of influence by getting to know more people within your industry and even beyond – you never know just who might be a potential business partner, client or supplier. So pass your name card around and make sure you're never caught without them.

## Share your expertise

Mentoring is one way and contributing articles to trade journals and magazines in your field of specialisation is another. The latter serves to heighten your visibility within your industry and boost your reputation as a voice of authority in your field. This gives you a major advantage as headhunters usually use multiple modes of sniffing out the right candidate – and that includes thumbing through trade publications for leads. So elevate your profile publicly, in full view of your

contemporaries and headhunters who are always on the prowl.

## Build trustworthy alliances

This means being selective about who you trust with your resume. It's a confidential document and you do not want it being passed around casually. You also do not want to give others the perception that you are desperate for a job by having numerous consultants represent you. A trustworthy, professional headhunter would never send a candidate's resume out for client consideration without prior permission. So be discerning and extra cautious when deciding which headhunters you can or cannot trust.

## Be open to possibilities

You may be very contented in your current job and might not have considered the possibility of leaving yet but when headhunters call, it's always wise to be cordial and friendly. Always put your best foot forward and give him a positive snapshot of your achievements and credentials. Who knows, the consultant may offer you the job opportunity of a lifetime in the future, even if you're not ready to make that leap right now.

## Ensure a graceful exit

While your industry may be huge, the community is actually smaller than you might think. Speaking ill of colleagues, subordinates or your bosses is a big no-no,

no matter what the circumstance. Even if you have been genuinely victimised, do not counter-attack to even the score as word spreads fast through the grapevine. This can and will reflect negatively on your character so never burn your bridges. Hold your head high and keep your dignity, regardless of the raging inferno inside. It can only gain you the respect of your peers and superiors.

## Stay connected

Having a Rolodex chock full of business cards is one thing. Maintaining and cultivating personal relationships with the right people who can help you get ahead in your career is a whole other ball game. As the old adage goes, out of sight, out of mind. So take the initiative to identify these people and keep in touch with them periodically. You will be surprised at how a quick email or phone call to catch up can work wonders in keeping you fresh in the minds of others.

## Let results speak for themselves

At the end of the day, your work performance is the most important KPI so never underestimate how far your name can travel by just producing sterling results. Backed by solid work performance and indisputable accomplishments, your good reputation will certainly precede you. So do your work diligently, create spectacular results and wait for that call to come your way. **HRM**