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# Stand up and ge

Learn how to train the spotlight on yourself a

YOU want a fatter paycheck, bigger bonus and greater advancement opportunities but feel as if you have hit a plateau, or worse, a dead end in your current job.

Seek greener pastures by enhancing your chances of getting headhunted. Here's how:

## Increase your reach

The first step is to make sure you are seen at 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 namecard around and make sure you are never caught in a situation where you run out of them.

## Share your expertise

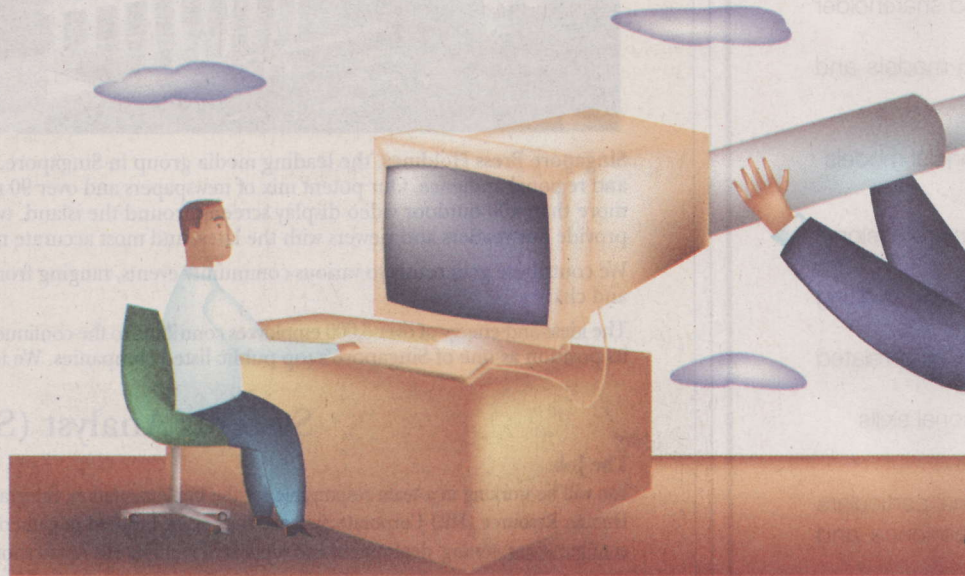
Mentoring is one way and contributing articles to trade journals and magazines in your field of specialisation is another. The latter serves to heighten your visibility within your industry as well as boost your reputation as a voice of authority in your field.

Ultimately, it will give you that added 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.

## Build trustworthy alliances

This refers to being selective about whom you choose to entrust your resumé to. It is 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 resumé out for a client's consideration without prior permission. So be discerning and extra cautious when deciding which headhunters to trust.

## Be open to possibilities

You may be contented with your current job and might not have considered the pos-

sibility of leaving yet, but when a headhunter calls, it is 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.

## Ensure a graceful exit

Speaking ill of colleagues, subordinates or your bosses is a big no-no, no matter what the circumstances. Even if you have been genuinely victimised, do not counter-

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## Get noticed

and your talents



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attack to even the score as words can spread like wildfire through the grapevine.

This may reflect negatively on your character, so never burn your bridges. Instead, conduct yourself with dignity and class even though you may be fuming internally. Your grace under pressure will gain you the respect of your peers and superiors.

### Stay connected

Having a Rolodex 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 different ball game.

As the old adage goes: Out of sight, out of mind. So take the initiative to identify useful contacts and keep in touch with them. You will be surprised at how a quick e-mail or phone call to catch up can work wonders in keeping you fresh in the minds of others.

### Let the results speak

At the end of the day, your work performance is the most important key performance indicator. Never underestimate how far your name can travel due to sterling results.

Backed by solid work performance and indisputable accomplishments, your good reputation will certainly precede you. So be diligent, achieve spectacular results and wait for that call to come your way.

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