



Associate Consultant, Executive Search – Job Description

- Salary negotiable with a favourable commission structure
- Excellent staff benefits package
- London City based

Bateman Collins has the enviable reputation of delivering a unique executive recruitment solution to its banking & commercial business partners. We will only work with clients where we have market expertise which ensures that we maintain an exceptional level of successful retained assignments completed. Our clients include global and UK centric organisations.

To ensure that we can continue to grow our market success and meet client demand within financial services and commerce & industry sectors, an outstanding opportunity now exists for a recent graduate with exposure to a professional environment looking for their first step into the executive search arena. You will be tasked with following:

The role

- You will work with Senior Team members, supporting the recruitment process from start to finish, while taking ownership of some assigned roles
- You will be tasked with the identification of target clients and candidates
- Overseeing/participating in the coordination and administration of a high volume of candidate applications and the entire recruitment process
- Long and short listing of all suitable candidates
- Undertaking the initial screening and referencing of candidates
- Keeping abreast of market intelligence
- Ensuring Partners and Consultants are kept up to date with all developments throughout the recruitment process
- This role offers huge potential for development and career progression as the business continues its rapid growth
- Basic salary will be supplemented with a very attractive commission structure.

Desired candidate

- Self-starter with high levels of drive and desire to achieve
- Strong interpersonal and communication skills, ability to build strong working relationships with candidates, consultants at all levels and recruiting colleagues
- Ability to work collaboratively in strong team environment, yet work independently to see projects through to completion
- Demonstrate the gravitas to converse with senior candidates confidently
- Be highly tenacious
- Have a fun and positive outlook
- Present strong communication skills

You will have an excellent education, classroom or otherwise, with a leaning towards finance/economics. A degree is highly attractive, but attitude and capability will be more key.