

Name _____ Title _____

Ideal Candidate Profile

Hard Skills

1. _____
2. _____
3. _____

Soft Skills

1. _____
2. _____
3. _____

Key Experiences

1. _____
2. _____
3. _____

My Dream Team

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

LinkedIn Profile

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

My Top 3 EVPs

1. _____
2. _____
3. _____

Recruiting Scripts

Active Candidates

Hey [**name**]! [**company**] is looking to hire a [**job title**]. Would you be open to a call with my team about it?

Passive Candidates

Hey [**name**]! From time to time [**company**] has openings that fit your background. Ok if I share them with you when they come up?

Any Candidate

Hey [**name**]! I know you might not be looking for opportunities right now but just wanted to share with you why I think [**company**] is a great place to work. [**Insert your why**] If you ever want to learn more about us I'm happy to make introductions. Does that sound good?

