

RECRUITING FLIPPED TO MARKETING VOICEMAIL SCRIPTS

Example #1: *“(Candidate name) – (name) at (firm). I’m an executive recruiter managing our (practice area) team specializing in the (type of) world there in (location). Give me a call, and I’d like to share with you the details of specifically who I’m working with, what they are looking for, and what they are offering. You can reach me at (number), again it’s (name) at (number) – looking forward to it.”*

Example #2: *“Hi (candidate name), it’s (your name) with (firm). I have a senior level opportunity with one of our best clients and wanted to share with you the details. They have entered into some new (type of) markets recently and their approach is distinctive and intriguing – and although I’m not assuming that you are looking to make an immediate change, I can promise you that their story is unique. Quite frankly it would be a mistake to not at least learn about their business model and how you could potentially incorporate it into your own – even if you aren’t interested in making a move. My number is (number). Again, this is (name), and my number is (number). I look forward to talking with you.”*

Example #3: *“(Candidate name), this is (your name) with (firm). We are the (firm accolades and track record). We have been engaged by a client that has asked us to initiate contact with you personally. They would like to see if there is any potential, mutual interest in having a conversation.*

When you have some privacy, give me a call. I’ll go over with you who our client is and the reasons why they are interested in having a conversation with you. After you and I talk, you will be in a very good position to determine whether or not to take this discussion to another level. Again, my name is (name); the firm is (firm). Actually (candidate name), before you call me back I have a suggestion. Take a look at our website, that address is (website address). After you take a look at that then call me. My number during normal business hours is (number), again (number). Thanks (candidate name).”

Example #4: *“Hi, (candidate name), (your name). I’m calling you regarding a time-sensitive professional issue but am not comfortable leaving too many specific details on voicemail since I’m not sure who directly checks this for you. When you get this message, please call me at (number), and I will be happy to share the purpose of my call with you. I look forward to speaking, (candidate name). Again, it’s (your name) at (number).”*