

REFERENCE CHECK SCRIPT #4

Introduction: *“Good afternoon, (name), this is (name). I’m an executive recruiter and am the Practice Director over our (FILL) group for (firm).”*

Body: *“I am calling because (name of candidate) gave me your info to use as a reference. Although I do want to talk about (name of candidate), I also know the immediate impact that he/she is going to be able to bring to my client organization. My firm specializes in placing (types of roles) that, on average, bring (\$ in new business/\$ in savings/\$ of bottom line impact) to our clients in the first (# of) months of their start date. Our team placed (# of) (titles) last year, which means that greater than (every other week/every week/once a month) we are impacting companies like yours and finding them quality people that they would not have found on their own. That being said, I want to talk further about (name of candidate) but don’t want to wrap up this call without a further conversation about you and what our firm can do to impact your career significantly. Let’s start with (name of candidate)”*

Proceed with the reference check and subsequent dialogue.

Transition: *“Thanks for the overview. Let me ask you this – what would you say are the biggest current voids in your experience and capabilities and that if given an opportunity to develop those areas, your career would move to the next level?”*