



Candidate Charter

Our commitment to you:

- Following your initial interview with an Invigorate consultant, whether it is face to face or by telephone, you become a candidate and we make a commitment to identify roles that suit your experience, background and expectations.
- We will treat your details confidentially and will always seek your prior consent before sending your CV to any of our clients.
- Whilst we make every effort to find a match for our candidates, it is unfortunately unrealistic for us to find a match for every candidate. We will however make every possible effort to provide you with suitable opportunities and will wherever possible use the information you have provided to promote you to our clients.
- We will always provide constructive feedback following an interview with one of our clients.
- We will provide impartial advice and feedback as to other ways to supplement your search.
- We will keep you informed during every step of the recruitment process and if we do not have any suitable opportunities, we will agree with you on frequency of contact. We encourage all our candidates to maintain regular contact with us and understand that you will want to know exactly how your application is progressing.
- We will always treat you with courtesy and respect.
- We will give you as much information as possible about any temporary assignment before you start and if you have a payroll query we will ensure it is handled quickly and efficiently.
- At no time will any candidate will be discriminated against by any member of the Invigorate Recruitment team because of age, gender, race, sexual orientation or disability.

Your commitment to us:

- We will expect you to keep us updated with your current job status whilst registered with us i.e. promotions, secondments, change of job
- We ask that you keep Invigorate Recruitment informed of any changes to your contact details so that we can contact you with suitable positions.
- Please call your Account Manager as soon as you can following any interviews you attend in order to provide your feedback on the interview and company. Also please ensure this feedback is as honest as possible as this helps us to refine future searches we conduct on your behalf.
- If you have already applied for a position which Invigorate Recruitment subsequently briefs you about, please let us know. It is our policy not to duplicate the work of other recruitment agencies or to put you forward for a role you have already applied for.
- Please let us know if you are no longer looking for a new job.