



# Academy Training Headhunting Fundamentals

Building onboarding courses for brand new recruiters

## The headhunting process:



### TARGET LIST



Define in as much detail as possible what an ideal candidate looks like

Create your target list and attack it with a high degree of energy

Capture a small number of highly relevant candidates

## Basic steps of a headhunt:

1

Target List

2

Set Up

3

Defeat  
Gatekeeper

4

Crafted  
Introduction

5

Elevator  
Pitch

6

Qualify

7

Close/ Next  
Steps