



A day in the life ... Caroline Batchelor

Director, HR Recruitment

7am Alarm goes off, time for a shower, grab my breakfast and then drop my dog off at doggy day-care. She skips into day-care without a glance in my direction!

8.30am Arrive at work once I've battled my way down the A10. I must start cycling to work.....Time for a cup of tea before the day starts....

I open up my job list and review each role check what I need to focus on today to move my jobs to the next stage, it's busy right now juggling multiple live vacancies all at different stages of the recruitment process. I check my applications for each role to check if anyone has applied overnight and then call them. If I call them now, they will hopefully ring back during the day.

10am My colleague has organised the business development session this morning, my aim to speak to new clients this morning. I've arranged visits for next week.

My candidate turns up for a registration meeting, we have a good conversation around their career history and aspirations. I give them some advice on the format of their CV and on how they came across today, hopefully they will take the feedback on board as the market is very competitive right now.

We discuss registering for job alerts on the Pure website and I encourage them to use our Compare My Salary tool to benchmark their salary.

1pm Time for lunch.

2pm Client meeting this afternoon to discuss a role. I've researched the background to the business. I'd better leave soon as the Cambridge traffic can be a nightmare.

I really enjoyed the meeting, we had a good chat about the culture of the business, what their challenges were, how this role would support business growth, the type of person and experience they were looking for and then agree terms.

4pm Back to the office, time to catch up again on my emails and check in with the team. I need to send some CVs over to my jobs and set up some interviews and make some follow up calls for our Best Employers initiative.

Time to write my to do list for tomorrow, tidy my desk and then home. Jeans and wellies on, time to reflect on the day with a walk with the hound. Plus I've got another 6,000 steps to do to hit my 10,000 steps a day challenge.

Phew, it's been a productive and busy day at the office!



Cambridge • 01223 209888
Chelmsford • 01245 708808
Ipswich • 01473 250990
Norwich • 01603 216450

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