

The training

The HCL Academy Training Programme

At HCL we feel that training is fundamental in developing successful Recruitment Consultants. The program is specifically designed to give trainees exposure to all aspects of the HCL business. Trainee consultants will be trained not only by a dedicated Training & Development Manager, but Managing Directors, experienced consultants and Support Function Managers too.

Trainee Consultants undergo a six week program which is designed to enhance your experience and understanding of HCL as a business, Recruitment and each of the 7 core competencies listed below:

1. Planning & Organisation
2. Drive & Attitude
3. Commercial Awareness
4. Building & Maintaining Relationships
5. Teamwork
6. Self Awareness & Ability to Learn
7. Creative Thinking

Here is an example of our 6 week Training Program

Week 1	<ul style="list-style-type: none">> Introduction to HCL> Career Opportunities> Health and Safety> Policy Review> Understanding Recruitment> The Client/Job Cycle> Sales Techniques> The Candidate Cycle
Week 2	<ul style="list-style-type: none">> Compliance> Business Development> E-procurement & Contract Management

	<ul style="list-style-type: none"> > Understanding the difference between Ltd Company, Umbrella and PAYE > Introduction to Payroll > Introduction to Credit Control > Database Training > Introduction to Marketing/Advertising > Ad Writing > Employment Legislation > Practical Sessions
Week 3, 4 & 5	<ul style="list-style-type: none"> > Rotation throughout the business
Week 6	<ul style="list-style-type: none"> > Practical experience in > Candidate generation > Candidate marketing > Client canvassing > Order taking > Headhunting > Business development. > Course assessment > Graduation