

8 April 2010

The Citadel
THE MILITARY COLLEGE OF SOUTH CAROLINA
CAREER CENTER



THE CITADEL CAREER CENTER POLICY FOR THIRD PARTY RECRUITERS

The Citadel Career Center is a member of the National Association of Colleges & Employers (NACE) and we follow their Principles for Professional Practice found at www.naceweb.org/principles/.

We ask Third Party Recruiters (executive search firms and staffing agencies) to identify their clients (employers who hired them to find employees) when posting Jobs/Internships and when working with students and alumni through our office per NACE's Principles for Third Party Recruiters (scroll down page at link above).

We believe that students and alumni need this information to make an informed decision regarding their application. If you are contacted by a Third Party Recruiter through *The Gate* or other services with the Career Center and are not informed as to the company the available position is with either automatically, after asking, or at the time an interview opportunity has been extended, please contact us.

In some circumstances, Third Party Recruiters may be given access to post opportunities and view resumes on *The Gate* without naming their client upfront. Per their policies, they will inform potential candidates of the actual client once the client has identified their interest in the individual's candidacy. This will allow the candidate to be informed about the specific employer when deciding whether to accept an interview invitation, as well as to be able to research the organization. Note that when you give a staffing agency or executive search firm your resume, you are also providing it to a number of employers (their clients).

THIRD PARTY RECRUITER CONTACT INFORMATION

The following Third Party Recruiters requested to post on *The Gate*, but are unable to do so due to their own policy and procedures with their clients. The contact information provided is not an endorsement of services, but rather a means to share information with you so that you may use Executive Search Firms and Staffing Agencies as appropriate to your needs.

As of July 2009:

Phillips Resource Group

Jad Anthony • Executive Recruiter (*Citadel Class of '93*)

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