

Think about
Professional discussion
Level 3 ST0320
Recruitment Consultant v1.0



On the day of assessment, you will carry out:



A 60-minute professional discussion



Remote or face-to-face in a suitable environment



Under exam conditions



With an end-point assessor



Key point

You will need to show that you are a confident, assertive and persuasive communicator.



Do

- ☐ Review the criteria associated with the professional discussion – this can be found in the EPA kit
- ☐ Review relevant legislation, regulations, external and internal professional codes of conduct and your organisation's policies and procedures
- ☐ Make sure you have a quiet room available where you will not be disturbed
- ☐ Be prepared to reflect on your on-programme experiences and learning
- ☐ Be prepared to answer open, structured questions



Don't

- ☐ Forget to plan
- ☐ Forget to bring resources to support you in the professional discussion
- ☐ Forget to bring your ID



Next steps

- Results can take up to 12 working days to be confirmed
- Your manager/training provider will inform you of the results



Resits

- If you do not achieve a pass result on the professional discussion you can resit the assessment



Use the table below to plan and prepare for the professional discussion

Standard area	Key points to remember
Business development	
Consultancy	

Self-motivation

**Courage
and ability
to effectively
challenge
poor practice**

**Enterprise and
entrepreneurship**

**Ambition,
drive and
determination**

**Tenacity and
resilience**

**Confident,
assertive and
persuasive
communicator**

Innovative

**Ethical
customer-
focused approach**

**Good
questioning
and listening**

**Problem-solving
and decision-
making**