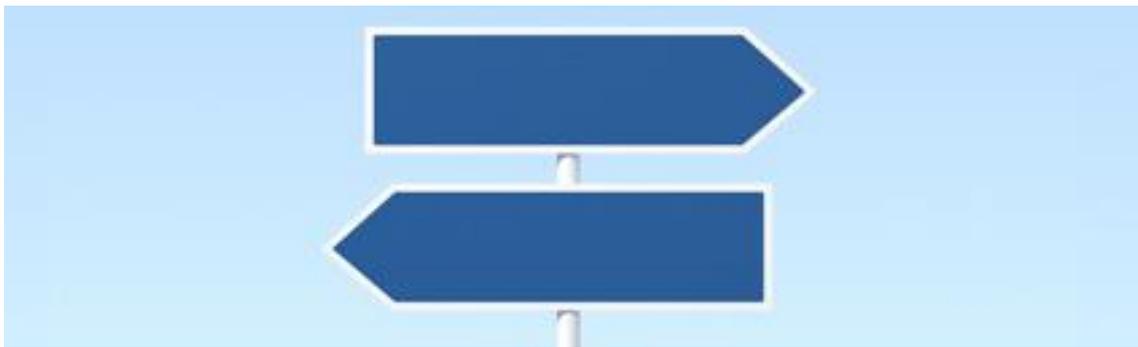


What do you do when your billings stop and you start feeling the fear for your job, never mind your bank balance

We have all been there – we are only human. Perhaps you haven't billed for weeks, or months even, and you're starting to fear for the security of your job? We work in a target-driven environment and there will be times in your career when you are just not hitting them and your bank account will start to suffer. Do you blame annoying clients? Do you blame the lack of great candidates? Perhaps you blame your boss, or is it the market? I have heard every excuse under the sun but have you thought for just a moment that it could actually be you?

It's not fun when you are not earning commission and after a while, you can easily forget that you're good at your job. Before you get too downhearted about the whole situation, how about implementing my top 3 billing tips to help you get back on track?



1. STOP AND LEARN

First things first – stop! If you are not getting the results you want but keep plugging away without making any changes, you will get the same result (or non-result in this case). Take time to do a bit of self-assessment – look back at your figures and think about what you were doing when things were going well. Be honest with yourself – were you doing anything differently? Next, look at the members of your team and ask yourself these questions:

- Who consistently bills well in the team (or previous team)?
- What are they doing consistently well?
- What am I not doing?
- What can I learn?

It is in this final question that lies the key – it's not about what action you could take, it's first and foremost about understanding – what have you learned? Once you have identified that, you need to take responsibility for your own actions. Like it or not, you – and only you – are responsible for your outcomes, every time. There are no excuses. You control and influence the process.



2. FOCUS ON ONE THING

I am a firm believer that focus is a highly underrated skill in recruitment. Staying on the ball is the key to being a high performing consultant in what is a very proactive sales job. So once you have made the effort to think about what you could be doing, it is absolutely vital to hone right in, as you may have pinpointed a number of things you could be doing better but there is always one thing in particular that will make a huge difference to your turnaround. The question you need to pose is 'What is the one activity, which – if I did it consistently well, would make the biggest impact on my desk?' Let me give you a clue. It's likely to be a non-urgent but important activity like 'deep level resourcing' or 'new business to find jobs' or 'headhunting'. This is where you take action. Start off in small steps – it can be as little as half an hour a day, building up to 2-3 hours a day if you can manage it. Mornings are a great time to get this type of work out of the way. Reward yourself afterwards with a great lunch!



3. ACTING 'AS IF'

I could dish out plenty more nuggets of advice but I will choose just one final, and very simple, tip that will cover a multitude of sins – change your mindset about feeling worthless and stop beating yourself up about your lack of billings. Have you heard of the phrase 'acting as if'? Think of athletes and how they win races – they visualise every step and stay totally focused on winning. A positive, winning mindset makes a huge difference. Keep telling yourself that you are a super biller.

- What would a super biller do right now?
- What would a super biller be saying to themselves?

- How would a super biller be speaking to candidates/clients?
- What kind of attitude would a super biller have?

Getting yourself into a positive mindset, telling yourself –and believing – that you too are a super biller and that you are going to have a great day will make a difference. Change the pessimistic train of thought into one that is all about positivity and you will instantly feel better and, with a bit of luck, back on track. It's as simple as that.

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