
THE EXECUTIVE GROUP NEWSLETTER

NOVEMBER 2002

The Executive Group, Executive Search and Recruitment Firm based in Billings, MT. Serving the Banking and Financial Community in 23 Western and Midwestern States since 1985.

THINKING OF YOU

This monthly *Newsletter* provides us with yet another means of keeping in touch.

FOOD FOR THOUGHT

Listen. Listen. Listen.

It has been said that God gave us one mouth and two ears and we should use our gifts in that proportion.

HOT JOBS

Ag Lender for 2 Sites in Eastern Montana

Large regional independent bank is expanding and looking to hire an **Ag Banker** with 1-3 years of experience. One site located in town of 10,000 people and second site in town of 3,000 people. Great location for outdoorsman; offers hunting, fishing and rural living. Compensation: **\$30-45K**. Contact **Bill** at 1-800-755-5161 or email bill@exegrp.net.

Head of Personal Trust Department based in Montana

Very progressive Trust Company is looking for the right person to supervise a staff of +15, oversee all new business development and coordinate with Trust Investments. Compensation: **\$+90K**. Contact **Bill** at 1-800-755-5161 or email bill@exegrp.net.

Commercial Lender in Southwestern Wyoming

Corporate Bank System seeking to hire a **Commercial Lender** to do business loans in a 3-branch area. Compensation: **\$40-50K base plus bonus**. Excellent growth and career potential. Contact **Bill** at 800-755-5161 or email bill@exegrp.net.

Senior Lender, #2 Person in Upper Minnesota

An independent, \$15MM unit bank located in a resort area of Upper Minnesota is looking for a **Senior Lender/#2 Person** with good credit skills in commercial and real estate (Ag experience would be a plus!). This position offers the opportunity for great career development in a smaller community bank while living in an area abundant with snowmobiling, fishing, hunting and boating-type activities. Compensation: **\$50K (may go up to low \$50's)**. Contact **Bill** at 800-755-5161 or bill@exegrp.net.

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Vice President-Head of Ag Lending in Southwestern Minnesota

A Dynamic \$5.4 Billion System is looking for a **Vice President – Head of Ag Lending** for one of its 134 branches. They are looking for a goal-setter and achiever, a hard-charger that can assume a personal portfolio, manage a staff and be an integral part of bringing this company into 21st century banking. They offer a competitive salary, additional on-going bonus revenue, promotable potential and excellent benefits. Contact **Jim** at 1-800-755-5161 or jbrowne@exegrp.net.

Mortgage Originator in Milwaukee, WI Area

A regional bank system in the Milwaukee region is looking to hire a **Mortgage Originator**, preferably someone currently working in a bank. Key to this position is the ability to create and maintain key business relationships, either through previous working relationships or familiarity with key real estate generators within the market. Compensation: Very lucrative – a 50-60 hour/week player could easily realize a 6-Figure income. This is a one-person office with the opportunity of running his/her own show. Base is draw against commission, which is paid quarterly on all fees generated. Contact **Jim** at 800-755-5161 or jbrowne@exegrp.net.

MAKE \$100

Email or phone a name and phone number of someone who gets hired for one of our hot jobs listed above. Contact the team leader for that job via email or phone and if your referral results in a placement for that position, we will send you \$100.

MAKE ANOTHER \$100

Email or phone a job vacancy to our research department. If we successfully fill that vacancy, we will send you \$100.00.

KEEPING EACH OTHER INFORMED

We will try to keep you in touch with new job tasks on our desks. Please keep us informed of yourself as well. Please let us know when your status changes, i.e., relocation, new position, increase in salary or if you want to be dropped as a potential candidate from our database. Please email any significant changes to research@exegrp.net

INTERVIEW TIPS OF THE MONTH

A word, again, about the importance of listening

1. Listen to the QUESTION. Be sure that you understand exactly what is asked. If necessary, ask questions that will clarify the specific point the interviewer is pursuing.
2. Take enough time to think through all of the facts that could be used, and then decide on how you want to answer the question. Do not fear a reasonable period of silence.

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3. Then, using only POSITIVE information (if at all possible), answer the question -- concisely and to-the-point. Give as much information as will clearly satisfy the question. Make sure that you do not open areas of difficulty. Of course you must be truthful, but this does not mean that you have to offer unsolicited negative facts that could detract from the value you are trying to communicate. Remember, a person's ability to distinguish important from less important facts is one good indicator of his/her executive ability.
4. When you cannot think of a "good answer," ask for time to deliberate and for an opportunity to answer later on. If you do not know the answer, say so!
5. Seek constantly to focus and re-focus attention to your best functional areas and accomplishments, relating their future profitability in the position being discussed.

Part V of an Ongoing Series

Most Commonly Asked Questions and Appropriate Responses During An Interview:

13. Why were you out of work for so long?

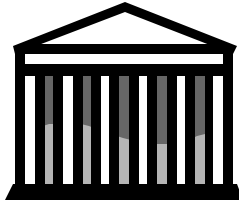
- ✓ If there is a time gap in your resume, be prepared to explain what you were doing during that time. If you don't satisfy the interviewer's curiosity, you won't get hired. Try to explain very positively what you learned or accomplished during the hiatus and the interviewer will warm to your candidacy. For example, "I took several courses to strengthen my skills in . . . ", or "I used this time to re-examine my goals and reached this conclusion . . . ". The interviewer must have a positive explanation.

14. Why have you changed jobs so frequently?

- ✓ This question is crucial. In fact, an unsatisfactory answer to this one is among the top reasons why candidates fail to get the jobs they want. If you feel it was a mistake leaving previous jobs so soon, say so, and at the same time remind the interviewer that your performance was never in question. Honesty is appreciated. If something in your personal or business life has recently changed and would affect your future stability, come right out with the facts.

15. Have you ever hired or fired anyone?

- ✓ You are being asked this question for two very important reasons. First, to determine whether you are capable of performing these duties. Second, to determine if your previous experience was at a high enough level to include hiring/firing responsibilities. If you have no experience, you must convince the interviewer that you can perform in these areas.



THE EXECUTIVE GROUP

Consultants in Strategic Personnel Systems

1645 Parkhill Drive, Suite 4 ~ Billings, MT 59102

(800) 755-5161 ~ (406) 252-7770

(406) 252-7444 fax ~ exgzinfo@wtp.net