

FREE DOWNLOAD | PART 4 OF THE INTERVIEW AFTER THE INTERVIEW

The Recruiter Call Script

"So, how do you think it went?" isn't small talk. Recruiters are your advocate, but they also report back to the hiring manager. Use these scripts to stay warm, positive, and strategic on every call.

Before the call: know your three numbers

Prepare	Why it matters	Write yours here
Your target range	Research the market so you never name a number on the spot.	
Your top 2 value points	The two strengths you want repeated to the hiring manager.	
Your 2 open questions	Timeline, team, scope, or anything still unclear.	

The golden rules

- ☐ **Friendly is not off the record.** Assume anything you say may be shared with the hiring team.
- ☐ **Stay positive about every employer,** including the one you're leaving.
- ☐ **Don't pick apart your own answers.** Self-awareness is good; self-criticism gets repeated.
- ☐ **Don't give away your lowest acceptable salary.** Ask for the range first.
- ☐ **Take notes and send a short recap email** after any call that includes next steps.

Say this, not that

When they ask	Say this	Not that
"How do you think it went?"	"I think it went really well. I'm even more interested after meeting the team, especially around [priority]."	"I was so nervous, I think I bombed the second question."
"Any concerns I should know about?"	"Not concerns, but I'd like to understand [topic]. Did the team have any open questions for me I can address?"	Listing every doubt you have about the company.
"What are your salary expectations?"	"I'd like to understand the full compensation range for this role before we discuss numbers. Can you share it?"	"I'd be fine with [your lowest number]."
"Are you interviewing elsewhere?"	"I'm in conversations with a few organizations, and this role is a top priority for me."	"No, this is the only one" or naming every company.
"Why are you leaving your current role?"	"I'm looking for [growth / scope / a specific challenge], and this role offers exactly that."	Venting about your manager, pay, or team.
"When could you start?"	"I'd want to give my current employer appropriate notice, so I could start about [X weeks] after an offer."	"Tomorrow" when that isn't true, or no answer at all.
"Do you have any questions for me?"	"What does the timeline look like from here, and is there anything else I can send to support the decision?"	"No, I think I'm good."

Ready-to-send scripts

1. The post-call recap email

Hi [Recruiter Name], thank you for the update today. To confirm, the next step is [step] and you expect to have news by [date]. I'm very interested in the role and happy to send anything that would help the team. Best, [Your Name]

2. The check-in after the timeline passes (send once)

Hi [Recruiter Name], I hope your week is going well. I wanted to check in on the [Role Title] position, since we'd discussed a decision around [date]. I remain very interested and would welcome any update on timing. Thank you, [Your Name]

3. When the offer call comes

"Thank you, I'm really excited to hear that. Could you send the full offer in writing so I can review the details? I'd like to come back to you by [day, 1-3 business days out]."

4. Opening the negotiation

"I'm excited about this role and the team. Based on the scope we discussed and my experience with [value point], I was expecting a base closer to [number]. Is there flexibility there?"

5. If it's a no

"Thank you for letting me know, and for your support through the process. I enjoyed meeting the team. If a similar role opens up, I'd love to be considered. Would you be open to staying connected on LinkedIn?"

Adjust for your career stage

Career stage	Your focus on the call
Just Getting Started (Gen Z)	Friendly doesn't mean off the record. Keep answers short, positive, and focused on what you want to learn.
Building Real Momentum (Millennial)	Protect your number. Ask for the range and anchor to the scope of the role, not your current salary.
Senior and Stuck (Gen X)	Confidence, not over-explaining. Short, clear, settled answers sound like leadership.