



**BIOR**

The British  
Institute  
of Recruiters

# Your Guide to Certification

Individual  
Recruiter



**BIOR**

**CERTIFIED**  
Recruiter



*Your Specialism Here*

**Agencies & In-House**



## Introduction

The British Institute of Recruiters is the Professional Body operating The Recruitment Certification Scheme.

BIOR Recruitment Certification scheme – Created with kind input from all 3 of the UK's enforcement bodies responsible for state enforcement of specific employment rights – EAS, HMRC NMW/NLW team & GLAA. It is a simple and effective scheme demonstrating to clients your recruitment knowledge and compliant recruitment processes.

Certification demonstrates your understanding of the fundamental knowledge, terminology, and processes of effective and compliant recruitment.



***The Recruiting Times surveyed 100 recruitment agencies and 87% told us they preferred Certification over just membership as Certification offered a definite competitive advantage.***

## About us

The BIOR is the highest standard mark in recruitment providing certification for agencies and individuals. To become a 'British Institute' we required approval of the Secretary of State which is only granted to an organisation that is pre-eminent in its field such as a professional body of the highest standing.



# Your Journey to Certification

Your quick and easy guide to gaining a definite competitive advantage

Join online or register  
your interest on our  
website **STEP  
01**

Create your individual  
profile page **STEP  
03**

Take and pass the Certification  
Assessment that covers the  
Conduct Regulations and the  
BIOR Code of Professional and  
Ethical Conducts **STEP  
05**

**STEP  
02** Receive your log in  
details for your  
BIOR account

**STEP  
04** Submit relevant  
qualification or  
recruitment experience

**STEP  
06** Submit two candidate  
references



**Congratulations**  
you have just joined the  
fast-growing number of  
**Certified recruiters**