

# Experienced Hires Application Timeline

## Step 1: Applying to an Open Position

- Experienced candidates are asked to apply to open positions on our website and through the ADP Career Center
- Applications are reviewed by our recruiting committee and selected candidates will be contacted with next steps.
- Depending on the level within the firm of the open position and current structure, you can expect to hear back from the hiring team within two weeks, and at the most, within one month



## Step 3: Receiving and Accepting an Offer

- If you complete the interview process, and you feel we're the right organization for you, we will extend to you a formal offer in writing
- You will have the opportunity to ask any additional questions you might have
- We offer an onboarding "buddy system" to make your experience joining JL as smooth as possible, we know this can be a stressful and uncertain time

*From the moment you accept the offer, you will find a large JL Family ready to welcome you*



## Step 2: The Interview Process

- The first round interview is focused on the recruiting committee getting to know you, understanding your qualifications, and evaluating your potential fit with our firm
- Think about what you want to tell us about yourself, what has been most impactful in your past work experience, and what are your views on current market trends and industry developments



- We want to get to know you as an individual and discover your strengths
- This is a two-sided process, so it is also important for you to find out whether JL is the right place for you
- You will be encouraged to interview us about the role to which you are applying

*With that in mind, if additional steps need to be added to customize your hiring experience, we can accommodate*