



<https://cielhr.com/careers/it-recruiter/>

IT Recruiter

Description

Define job description and communicate the same in the public domain appropriately as well as with the potential candidates

- Create a candidate persona for each open position/ mandate
- Identify prospective candidates using a variety of sourcing channels and appropriate screening process
- Follow-up references and check credibility of candidates
- Present shortlisted candidates to the client in appropriately compelling manner
- Coordinate with the client SPOCs rigorously throughout the recruiting cycle for each mandate
- Follow a sustainable candidate lead strategy to create back-ups

Keep a track of candidates and requirements given by the client on the ATS (Applicant Tracking System)

Skills Required:

- Knowledge about various industry sectors and current events related to business environment and economy
- Use of Social Networks and Internet in general to connect with people and find information about any topic
- Skilled communicator – verbal as well as written, good listening skills, persuasive and empathetic in conversations
- Believes in setting goals in life and doing one's best to achieve those goals
- Believes in collaborative working with others in the team and builds rapport with internal stakeholders
- Starts conversations easily and pays attention to details in the conversations

Manages long to-do items effectively within the timelines

Experience

6 month-3 years [Must be from Recruitment & Staffing Industry.]

Hiring organization

CIEL HR

Employment Type

Full-time

Work From Home Option Available

Job Location

Bangalore

Base Salary

₹ . - ₹ 25K NTH

Date posted

October 17, 2024