

United Arab Emirates Jobs Expertini®

Recruiter

[Apply Now](#)

Company: Confidential

Location: Dubai

Category: office-and-administrative-support

Key Accountabilities: Advertise job openings on the company's Careers page, LinkedIn & internally. Create vacancies on our ATS Greenhouse. Conduct kick-off calls with hiring managers to understand recruitment requirements specific to each role. Source potential candidates through online channels (e.g., LinkedIn Recruiter and other job sites as & when required). Manage candidate pipelines on Greenhouse - screen incoming resumes & vet for salary expectations, notice periods, etc. Provide shortlisted CVs of qualified candidates to hiring managers. Arrange interviews (via phone, online, and in-person) including assessments/ tasks/ role plays. Push our offers to selected candidates. Negotiate and close candidates at the offer stage. Draft contracts for selected candidates. Send out interview regrets to unsuccessful candidates. Action onboarding items once the contract has been signed before the new hire can be handed over to the HR Operations team. **Qualifications, experience, & skills:** Bachelor's degree in any discipline, HR Management is preferred Solid verbal and written communication skills Candidates should be present within the UAE with a valid residence visa Minimum 2-3 years of working experience in recruitment Familiarity with Applicant Tracking Systems Familiarity with LinkedIn Recruiter Experience with sourcing techniques & interviewing Understanding of referral programs

#J-18808-Ljbffr

[Apply Now](#)

Cross References and Citations:

1. Recruiter EnvironmentaljobsJobs Dubai Environmentaljobs ↗
2. Recruiter Luxuryjobs Jobs Dubai Luxuryjobs ↗
3. Recruiter Parisjobs Jobs Dubai Parisjobs ↗
4. Recruiter Jobsinindia Jobs Dubai Jobsinindia ↗
5. Recruiter ChristmasjobsJobs Dubai Christmasjobs ↗
6. Recruiter UsajobscentralJobs Dubai Usajobscentral ↗
7. Recruiter Erpjobs Jobs Dubai Erpjobs ↗
8. Recruiter MathematicsjobsJobs Dubai Mathematicsjobs ↗
9. Recruiter PlumberjobsJobs Dubai Plumberjobs ↗
10. Recruiter ArtjobsnearmeJobs Dubai Artjobsnearme ↗
11. Recruiter ZoologyjobsJobs Dubai Zoologyjobs ↗
12. Recruiter MelbournejobsJobs Dubai Melbournejobs ↗
13. Recruiter PetsjobsJobs Dubai Petsjobs ↗
14. Recruiter CounselorjobsJobs Dubai Counselorjobs ↗
15. Recruiter StudentjobsnearmeJobs Dubai Studentjobsnearme ↗
16. Recruiter Contentwriterjobs Jobs Dubai Contentwriterjobs ↗
17. Recruiter Radiologistjobs Jobs Dubai Radiologistjobs ↗
18. Recruiter CarejobsJobs Dubai Carejobs ↗
19. Recruiter Jobs Dubai ↗
20. AMP Version of Recruiter ↗
21. Recruiter Dubai Jobs ↗
22. Recruiter JobsDubai ↗
23. Recruiter Job Search ↗
24. Recruiter Search ↗
25. Recruiter Find Jobs ↗

Source <https://ae.expertini.com/jobs/job/recruiter-dubai-confidential-411-128675/>

Generated on: 2024-05-03 by Expertini.Com