

## Recruitment Specialist

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Company: Provident Real Estate

Location: Dubai

Category: office-and-administrative-support

Real Estate Job in Dubai | Recruitment Specialist | Provident Estate Recruitment Specialist  
Dubai, UAE  
Role Summary: As a Recruiter at Provident, you will be a vital part of the recruitment process, in one of the most successful and progressive real estate agencies in the UAE. We are looking for a dedicated recruiter to join our Growth and Development team in identifying hiring needs and filling job openings. You will be representing the heritage and standards of the company, and ensuring that the best candidates are sourced to meet our expectations.

Key Responsibilities: Identifying future hiring needs. Designing job descriptions. Sourcing candidates through databases and social media. Conducting interviews. Filing recruitment reports, and keeping abreast of employment law and legislation. You should also monitor new and existing employees and act as their advocate.

Qualifications and Skills Required: A bachelor's degree in human resources or human psychology and 2 years of work experience in the same or similar role and industry. The ability to conduct different types of interviews. Experience with recruitment processes and databases. The ability to design and implement recruiting strategies. Excellent communication skills. Good interpersonal skills. Good decision-making skills. A working knowledge of UAE employment law and legislation. Proficient in English & Arabic: Written & Spoken

About Provident: Since its inception in 2008, Provident Estate has been a frontrunner in the regional real estate market, holding a commendable reputation as one of the most reliable and top-tier agencies working alongside the world's foremost developers. Now employing over 200+ dedicated professionals, we stand as a testament to excellence and trust in the industry. As we forge ahead, we are inviting ambitious individuals to join

our dynamic team where innovation meets understanding, offering 360° real estate solutions tailored to our client's needs. Step into a role at Provident Estate, a place where we value lasting relationships with our clients and foster an environment geared towards revolutionary and digitally enhanced solutions. Join us, and be a part of crafting the future of real estate, building enduring relationships grounded in trust and expertise.

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