

HR Specialist

Responsibilities:

- Develop and execute recruiting strategies to support production units through various approaches and tactics for blue and white collars;
- Partnering with business leaders and hiring managers in our Manufacturing organization to assess their candidate requirements and advising on the best hiring strategy;
- Partners with hiring agencies to determine staffing needs and process job requisitions;
- Gather, analyze and present information related to the supply/demand of candidates, the labor market and hiring trends and other relevant market data;
- Assess applicant qualifications by screening and interviewing applicants, and comparing qualifications to job requirements;
- Using a variety of techniques to discover and attract passive candidates;
- Focusing on providing a great candidate experience.

Top Key Competencies:

- Demonstrated knowledge/experience using job boards, social media, direct sourcing, local community networks, referral programs, etc.;
- Strong interviewing skills with attention to detail screening candidates for technical and soft skills;
- Sense of urgency and ability to work in fast-paced, ever-changing environment;
- Demonstrates initiative and ability to work independently while understanding when to escalate issues.

Requirements:

- Minimum of 1 years recruiting experience for production workers (white and blue collars);
- Demonstrated track record of excellence in sourcing and assessing candidates;
- Skilled in adapting communication style and offer negotiation;
- A combination of corporate and agency/executive search experience is preferred;
- Very good knowledge of English language.

Send your CV to: tdimova@etemgestamp.com