



PR/116314 | Inhouse Recruiter

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1513388

Industry

Other (Recruitment Services)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

January 21st, 2025 15:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Working Hours: 9:30-6:30

Responsibilities:

1. **Sourcing Candidates:** Identify and attract potential candidates through various channels, including job boards, social media, and employee referrals.
2. **Screening and Interviewing:** Conduct initial screenings and interviews to assess candidates' qualifications and fit for the organization.
3. **Collaborating with Hiring Managers:** Work closely with hiring managers to understand their staffing needs and develop effective recruitment strategies.
4. **Managing the Recruitment Process:** Oversee the entire recruitment process, from job posting to onboarding, ensuring a smooth and efficient experience for candidates.
5. **Building Talent Pipelines:** Develop and maintain a pipeline of qualified candidates for future hiring needs.

6. **Employer Branding:** Promote the company's brand and culture to attract top talent.

7. **Compliance:** Ensure all recruitment activities comply with relevant laws and regulations.

Qualifications:

- **Experience:** Previous experience in recruitment in IT industry.

- **Skills:** Strong communication, organizational, and interpersonal skills. Proficiency in using recruitment software and tools.

- **Education:** A bachelor's degree in Human Resources, Business Administration, or a related field is often preferred.

- **Knowledge:** Understanding of employment laws and best practices in recruitment.
 - 1) Commercial spirit thinking in solutions
 - 2) Good people knowledge
 - 3) Good at Linked-in and international Job boards

Company Description