

 Executive Search & HR Management	Job description	Page : 1/1
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Intern Recruiter

- For CURRICULUM Exec. Search – Brussels -

Your main role:

- Analyse the company's recruitment needs and set up the corresponding job descriptions
- Develop contacts with media and job postings
- Post openings on the intranet
- Screening applications before forwarding to the managers
- Organise and participate to interviews
- Build recruitment metrics in order to track recruitment actions
- Participation in recruitment forums and broaden contacts with universities

Your profile:

- University degree
- 3 to 5 years recruitment experience, within the European Union
- Proactive working style to attract excellent talent
- Fluent written and spoken English, Dutch and French
- Experience in new European countries would be a distinct asset
- Outstanding communication and organisation skills
- PC literate

This is a unique and exciting opportunity for the right type person.

If you are interested in, please, send a résumé with photo and application letter to M.David Coffé, dcoffe@foxroad.com

M. David Coffé

Mob: +32.474.42.12.51

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