



Ваш надійний помічник

## Junior Recruiter (French-speaking)

📍 Київ,

Компанія: Hiring and Dealing

Рубрики: [HR, управління персоналом](#)

### Побажання до співробітника

Освіта: не має значення  
Досвід роботи: бажано  
Графік роботи: віддалена робота

### Опис вакансії

**Hiring and Dealing** is a Boutique Recruiting Team: successful mentors, headhunters, freelance recruiters who act as strategic HR consultants and trusted advisors throughout the hiring process. We help in hiring professionals from Eastern Europe and worldwide. Our goal and motivation are to help customers and candidates to find each other, grow, and achieve high results together. We love recruiting. We work hard and enjoy our job.

We are looking for motivated and hardworking people, who will recruit competent and skillful people, who are passionate about this profession and producing results.

### What You Bring to the Team:

- \* You may not have much of experience in recruiting, but you want to develop in the recruitment industry
- \* You should be a proactive person
- \* You should be a skilled communicator
- \* You are able to work autonomously
- \* You speak French and English fluently

### Your Day-to-Day:

You will participate in the full-cycle recruitment process.

- \* Daily communication with clients
- \* Intake calls with clients to identify hiring needs and requirements
- \* Creating and posting the job descriptions on various job boards, professional social networks (Linkedin) and other resources
- \* Sourcing and screening CVs, emailing
- \* Chatting with potential candidates
- \* Conducting interviews in English and French with senior and manager level candidates all across the world
- \* Keeping statistics and reporting

### We offer:

- \* 100% remote job
- \* Flexible work schedule
- \* Fixed monthly salary
- \* Bonuses depend on an individual's productivity

### Контактна інформація

Контактна особа: Вікторія Ковеля

Сайт: <https://www.hiringanddealing.com/>