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Talent Acquisition Specialist

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Company: Star City Recruiting

Location: Richmond

Category: other-general

Do you have a knack for identifying top talent and a passion for helping others succeed? We are seeking a skilled Interviewer to join our team in Richmond, Virginia. As a Remote Interviewer, you will play a crucial role in our mission to match candidates' skills with the needs of our clients.

Company Description:

We are dedicated to providing exceptional recruitment services while fostering a positive and inclusive work culture. As an Interviewer, you will have the opportunity to contribute to our mission by conducting thorough interviews and assessing candidates for various job openings within our organization.

Key Responsibilities:

- Conduct interviews with potential candidates for various job openings
- Ensure candidates possess necessary qualifications and align with our company culture
- Work closely with hiring managers to identify key requirements for each job opening
- Develop interview questions and related materials
- Review resumes and other application materials to determine candidate qualifications
- Provide feedback to candidates on their interview performance- Maintain accurate records of candidate interviews and hiring decisions

Required Qualifications:

- Strong written and verbal communication skills
- Empathetic listening abilities
- Strong interpersonal skills

- Excellent organizational and time-management abilities
- Ability to work independently and collaboratively

Preferred Qualifications:

- Detail-oriented and attentive to small details
- HR experience
- Experience with interviewing and candidate assessment
- Knowledge of employment laws and regulations
- Proficiency in using interview-related software and tools

Benefits:

- Competitive compensation and bonuses
- Potential for growth opportunities within our company

We are seeking a skilled Interviewer to join our team in Richmond, Virginia. As a crucial member of our organization, you will have the opportunity to make a positive impact by connecting talented individuals with fulfilling job opportunities.

The ideal candidate will possess strong communication and organizational skills, as well as a passion for finding the perfect fit for our clients.

Join us and take the next step in your recruiting career!

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