



QSS d.o.o.

Talent Recruiter (m/f)

Radno mjesto: Talent Recruiter

About us

QSS is a leading South-East European Software, Cloud and System Integration solution provider specializing in forging business relationships that maximize customer profitability while optimizing business and operational processes.

QSS agile solutions are developed on modern technologies (e.g. mobile, Cloud, AI/ ML) offering various deployment methods (e.g. BPO, SaaS, ITaaS) and competitive functionality, covering all major business areas relevant to the Fintech, Telco, Government and Banking Industry.

Our leading position was secured through strong, long-term partnerships with some of the global leaders. QSS is a partner with leading IT companies such as Microsoft, Cisco, HP, IBM, Oracle, VMware, FalconStor, Symantec, Veritas, Veeam, Adobe, Check Point, RedHat, NetApp.

Job brief

We are looking for a Talent Recruiter with full-cycle recruiting experience, from talent sourcing and attracting candidates to interviewing and hiring great employees.

A successful recruiter will collaborate with department managers on a regular basis and proactively identify future hiring needs. You should also be able to attract candidates using various sources, like social media networks and employee referrals. Our ideal recruiter holds an academic HR background combined with work experience in screening, interviewing and assessing candidates.

Ultimately, the responsibilities of Talent Recruiter are to ensure our company attracts, hires and retains the best employees, while growing a strong talent pipeline.

Responsibilities

- Design and implement overall recruiting strategy
- Develop and update job descriptions and job specifications
- Perform job and task analysis to document job requirements and objectives
- Prepare recruitment materials and post jobs to appropriate job board/newspapers/colleges
- Source and recruit candidates by using databases, social media and other platforms
- Screen candidates resumes and job applications
- Conduct interviews using various reliable recruiting and selection tools/methods to filter candidates within schedule

- Assess applicants' relevant knowledge, skills, soft skills, experience and aptitudes
- Onboard new employees in order to become fully integrated
- Monitor and apply HR recruiting best practices
- Provide analytical and well documented recruiting reports to the rest of the team
- Act as a point of contact and build influential candidate relationships during the selection process
- Promote company's reputation as "best place to work"

Requirements

- Proven work experience as a Recruiter in IT is a must (either an in-house recruiter or a staffing agency recruiter)
- Solid ability to conduct different types of interviews
- Hands on experience with various selection processes (video interviewing, phone interviewing, reference check etc.)
- Excellent communication and interpersonal skills
- Strong decision-making skills
- B.Sc. in Humanities & Social Sciences or relevant field is a plus

Why QSS?

- Work on cutting edge technology innovation in domain of cloud, microservice container platforms, Big Data Analytics and ML
- Be part of a team that values integrity
- Be part of our digital transformation journey internationally and work on projects with an impact
- Let us invest in your professional growth and development through mentoring, guidance and team support
- Enjoy excellent work environment in city center
- Optimal ratio between work and free time

Applications should be sent to job@qssbh.com.

Lokacija: Sarajevo

Datum objave: 07. May 2021.

Datum isteka: 22. May 2021.