

Recruitment Consultant - Blanchardstown

Permanent (Full Time) / Blanchardstown - Ireland / LOM00010

Summary

PE Global is a resourcing company, with offices in Cork, Dublin & London, that specializes in offering tailored recruitment solutions to companies and organisations in the domestic and international markets. With a turnover of nearly €50 million we are looking to grow our teams by 100% in the next 2 years.

We are currently recruiting for a Recruitment Consultant for our Dublin office. This is an ideal opportunity to develop as PE Global grows the business and we take it to its next stage of expansion.

Previous experience in the recruitment industry preferable, however, it does not have to be industry specific as we operate in virtually all sectors of the employment market.

The job entails the following:

- Sourcing candidates on behalf of client companies via our extensive database, social media platforms, jobsites, placing advertisements, etc.
- Using various recruitment methods to attract people to apply for jobs.
- Making job offers and checking references on candidates.
- Coaching and leading candidates and clients throughout the hiring process.
- Screening, interviewing and short-listing potential candidates both personally and by telephone.
- Matching candidates to the appropriate roles, from entry-level to executive positions.
- Updating our internal database
- Working as part of a proactive, professional team.
- Providing first class customer service to clients and candidates alike.
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Skills and qualities

- Solid business acumen and interest in business.
- Ambitious, confident, and results driven.
- Strong communications skills.
- A good team player.
- Ability to handle multiple priorities and to work to deadlines.
- Excellent problem-solving skills.
- Enjoy responsibility.
- Strong writing skills.
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Career development and progression will be on a performance basis. Recruitment Consultants can progress to Senior Consultant, Team Lead and Recruitment Manager.

You will be paid a competitive basic salary plus performance related commission on a quarterly basis.

On the job training will be provided. You will also be given the opportunity to grow your own team with the full backing financially to hire your own team and the full use of our sales and marketing team. Please send in your CV for the attention of Linda O'Mahoney to linda.omahoney@peglobal.net.