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# Example of Recruiter, Corporate Job Description

Our company is growing rapidly and is hiring for a recruiter, corporate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for recruiter, corporate

* Interviewing and assessing candidates for multiple roles and departments
* Gather, analyze and present marketplace data related to the recruiting market, hiring trends, new sourcing avenues
* Experience leading sales recruiting searches, with a proven ability to drive process implementation
* Determines ongoing recruitment needs in conjunction with business partners and ensures achievement of hiring goals
* High volume recruiting experience highly preferred
* Experience managing a heavy requisition load
* Staffing agency experience preferred
* Knowledge of employment law and interviewing principles
* Utilize effective recruiting strategies to attract and identify qualified applicants through a variety of sources
* Build and maintain strong relationships with internal clients external candidate pipeline

## Qualifications for recruiter, corporate

* A minimum of 4 years of hands-on recruiting experience within dynamic, fast-paced environments
* Broad knowledge of finance industry is strongly desired
* Ability to exercise discretion and work independently with shifting prioritizes
* A Bachelor’s degree in HR, Marketing or another closely related field is required
* Ability to posses a positive customer service attitude
* Ability to multi-task, prioritize, and address urgent assignments with a calm demeanor