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# Example of Technical Recruiter Job Description

Our growing company is looking for a technical recruiter. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for technical recruiter

* Own and drive the recruiting strategy and results for your hiring managers
* Source, interview, offer, and close candidates for assigned requisitions
* Engage with key staffing and business partners in order to understand the needs of this unique hiring team, attain internal expertise of the profile and map to external marketplace
* Ensure a positive experience for all candidates for assigned requisitions by providing timely, accurate, relevant feedback to internal &
* Responsible for contract and direct hire recruiting for several technical positions
* Oversee entire candidate process from identification, sourcing, initial screening to offer acceptance
* Interview, screen, test and reference check applicants to determine their skill set and individual characteristics
* Source for leads and referrals to positions to identify high quality candidates
* Actively make weekly cold-calling and candidate contact to solicit and source technical professionals
* Work with technical management team to understand client needs of open positions focusing on the Home Entertainment space

## Qualifications for technical recruiter

* Ability to manage multiple open requisitions simultaneously and to keep abreast of innovative recruiting and sourcing trends and technologies
* 1-5+ years of relevant recruiting experience
* Ability to source talent
* Technical sourcing and recruiting experience for a consumer facing web/mobile startup with elite standards for engineering candidates
* Experience in sourcing for technical candidates through multiple channels
* In-house and agency side recruiting experience