



Example of Healthcare Recruiter Job Description

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Our company is searching for experienced candidates for the position of healthcare 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 healthcare recruiter

- The Recruiter provides national recruiting and talent acquisition efforts for the Behavioral Health Division Hospitals
- Develops recruitment strategies and action plans to efficiently close open positions
- Responds to field inquiries in regards to recruitment questions they may have
- Drive the development and further penetration of Oxford's presence in the Chandler market through partnerships and communications with local candidates
- Work collaboratively with Account Managers and internal staff to match consultants with the right opportunity
- Source consultants with leading edge critical skills
- Obtain referrals from consultants and user managers
- Interview consultants to assess skills, experience, availability, compensation requirements and willingness to travel
- Check references to verify information and obtain leads and market information
- Develop and maintain strong working relationships with senior leadership, and other team members to create a solid partnership

Qualifications for healthcare recruiter

- Identifying new and creative ways to source highly qualified Healthcare

- 3-18 months experience of inside sales and/or recruiting experience preferred
- Must have excellent phone presence and presentation skills
- Must be comfortable engaging all forms of sales techniques from cold calling and consultative selling
- Must be driven, dynamic, energetic, creative and friendly
- Requires 3+ years of recruitment experience