



Example of Physician Recruiter Job Description

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Our growing company is looking for a physician recruiter. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for physician recruiter

- Serves as liaison with candidates, practices, and Directors regarding contractual and other issues
- Upon acceptance of new provider search, becomes familiar with all aspects of the search through research regarding specific specialty and discussion with Senior Physician Recruiter
- Develops sourcing strategy and recruiting timeline
- Communicates with candidates to request relevant information
- Coordinates with and sends updates to Practice/Dept
- Works with senior physician recruiter and leadership to design appropriate marketing materials
- The Network Physician Recruiter will be a valued member of the team responsible for attracting, introducing and coordinating the selection process for one of the largest integrated employed provider groups in Indiana
- This individual will lead network leadership and physicians to identify opportunity scope and develop strategic pipeline strategies
- The Physician Recruiter will be the central point of contact between candidates and the network throughout the recruitment process
- Leads search initiation, sourcing campaigns, candidate tracking and coordinating candidate interviews

Qualifications for physician recruiter

- 5+ years' experience as a physician recruiter with full cycle recruitment, preferably in a fast paced high volume environment

- Previous experience working with physicians and physician on-boarding is highly preferred
- Ability to act independently upon information and make decisions that achieve optimal results
- Ability to travel 20% of time mostly within driving distance in the State of FL
- Ability to understand full recruitment cycle