

PLANET EXPAT IS HIRING A JUNIOR CONSULTANT - HR SERVICES FOR CONTRACT FROM 3 TO 6 MONTHS.

Date : 30/08/2017

Job reference : 170305-20438443

Type of contract : Contract

Localisation : santiago de chile 0000, CL

Contract duration : From 3 to 6 months

Level of studies : Bachelor's Degree

Years of experience : 6 months - 1 year

Company description :

Planet Expat provides career-boosting internship job opportunities in some of the most innovative dynamic companies in Latin America, Europe, the US and Asia. We are now hiring for the company below:

"We are an international consulting branch from a Global Group dedicated to HR services. We are specialized in middle top management. Our mission is to source the talent that best meets our clients specifications. We count with more than 100.000 clients and 600 consultants worldwide."

Job description :

Responsibilities

As a Consultant you will be in charge of good relationship building and management with clients and candidates with the aim to generate business for the company. Your main responsibilities will be:

Candidates management:

Register and interview candidates

Source candidates using multiple channels and techniques

Manage build candidate relationship

Monitor job boards and identify new offers

Perform candidate search in internal data base

Coach candidates to best prepare them for interviews

Prepare feedback on profiles for clients

Clients management:

Meet with clients to best understand their needs and goals

Build individual strategies for clients and define consulting missions

Create a relationship with accounts

Deliver excellent client service

Business generation:

Perform sourcing activities

Participate in networking events and act as a Brand and services Ambassador

Conduct cold calling and call emailing

Identify new business opportunities and generate leads

Build and maintain a close relationship with clients and be aware of their needs

Introduce data into CRM

Required profile :

Excellent to Native Spanish

Result-oriented professional

Strong communication and analytical skills

Business background

Prior experience in sales is a plus

Interest in HR services

To apply: <https://apply.multiposting.fr/jobs/6310/20438443>