

Cpl Jobs is a part of the larger European recruitment and HR services group, Cpl Resources. We help the greatest talents to develop their careers and enable leading companies on the Polish and European market to find the best professionals.

Currently, we are looking for university graduates who would like to make the first step in their professional career and have the opportunity to grow as an individual, build lasting relationships and work in an international diverse environment. First work experience also widens your pool of contacts and provide a foot in the door of the industry you'd like to work in.

What we are looking for:

- Fluency in English (mandatory)
- University degree (any discipline)
- Motivation and eagerness to learn

What you will be doing:

- undertaking accurate research
- creating and maintaining appropriate and accurate records in the system
- summarizing and translating non-English language documents (if you speak other languages than English)

We will:

- Help you understand what the employer is looking for in a candidate
- Help you prepare for the interview
- Show you how to market yourself effectively to the employer
- Tell you all about the company, department and opportunities
- Support you throughout the whole recruitment process

What the Client offers:

- Employment contract
- **Competitive salary – 4000 PLN gross + annual bonus based on your performance**
- Full on-boarding training
- High standards of ethics in the workplace
- Wellbeing scheme including private healthcare and Multisport card (25 PLN / month)

- 2 additional days off for voluntary activities
- Range of discounts at local restaurants and vendors
- Christmas Party and Summer Party for all employees
- Christmas gifts

Interested in more details? Ready to apply? Please contact me at magdalena.kedzierska@cpljobs.pl or call at +48 531 238 104