



**Technical Recruiter Position for Referral Program – US**

Area of Opening	Designation	Job Requirements	Job Duty Description	Work Location in the U.S.
Human Resources	Technical Recruiter-1	<p>Bachelor’s degree or foreign Equiv.* + 1 year Exp.</p> <p>(*Will accept edu. + exp. combination)</p>	<p>Assist HR Manger to implement hiring and recruitment practices, establish recruiting resources, and maintaining network of contacts to identify and source qualified candidates through job boards, social sites &amp; internal database. Assist with talent acquisition from recruiting, screening, coordinating the interview process to onboarding. Maintain resourcing forecast spreadsheets, interpret and explain human resources policies, and procedures to newly hired. Assist with analyzing employment related data and prepare required report. Must be able to travel and/or relocate throughout the U.S.</p>	<p>New York, NY and any unanticipated work locations as assigned.</p>