

Senior / Recruitment Consultant

Job Description

- Responsible for sourcing right candidates to fulfill the clients' staffing needs
- New business development and generate new orders from existing clients
- To build and maintain candidates database of qualified candidates
- Implement strategic marketing tools to increase sales volume
- Prepare candidates for client interviews and conduct reference checks as and when required
- Accountable to track and generate weekly activity reports to the management

Job Requirements

- Min Diploma/Degree in any disciplines preferably with at least 2 years of working experience in service industry
- Knowledge of full spectrum of recruitment process an added advantage
- Good communication and interpersonal skills
- Good team player with high sense of responsibilities
- Sales-oriented, dynamic, energetic and positive working attitude

Interested candidates may send your resume to jobs@gmprecruit.com.my. Kindly send your updated resume in MS Word or PDF format and indicate the position title as subject title in your email.

For more information, please contact GMP Malaysia at +603 2148 2388.