

**Organization Brief**

DesignBoxed is a campaign management company with stellar experience in political domain and international line of business. the one to have a consolidated presence, both in the offline and online sphere.

With a strength of 300 plus well-trained and experienced individuals, working in various capacities, we are leading the space through our professionalism and commitment, as evident through an immaculate track record. Our integrated services across various verticals include give one stop solution to all our clients in the campaign management domain.

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| <b>Job Title – Sr. Recruiter</b>       | <b>Department – Human Resource</b>                        |
| <b>Location – Bengaluru, Karnataka</b> | <b>Reporting To – lead Talent Acquisition Head</b>        |
| <b>Employment Type - Full Time</b>     | <b>Qualification- Bachelors/Masters in Relevant field</b> |

**What You'll Do**

- Source, qualify and match candidates to defined profiles and specific open requisitions across assigned Business Units.
- Develop a thorough understanding of the profiles for which you are searching by forming and maintaining a relationship with hiring managers.
- Utilize knowledge of multiple recruiting sources and execute innovative recruiting strategies
- Work with a database for sourcing and tracking of candidates
- Sharing daily work status report

**What you'll need: (Job Requirements)**

- 3-5 years' experience in a fast based corporate set up.
- End-to-end recruitment experience
- Good written and verbal communication skill
- Experience in Office automation tools (MS Word, Excel and Power Point etc)
- Self-confidence and self-starter
- Non- technology hiring background

**Who You Are**

- Someone with determination and a focus on delivering results
  - An excellent manager of relationships and someone with the ability to influence without authority
  - A creative thinker and someone who can bring continuous development of recruiting strategies
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