

RECRUITMENT CONSULTANT (GENERAL PLACEMENT)

Job Description

- Identify new business opportunities
- Manage existing client's portfolio
- Liaise with clients and candidates
- Match suitable candidates to the right jobs with our clients
- Involved in negotiation process with clients and candidates

Job Requirements

- Experience in recruitment industry or at least 2 years experience in sales and account management in any field
- Highly self motivated, able to work under pressure and have 'never-say-die' attitude
- Able to work independently as well as be a good team player
- Energetic and enjoy working in a fast-paced, results-oriented environment
- Resourceful and sales oriented
- Fresh Diploma graduates who are passionate about working with people can also apply
- Only applicable to Singaporean and Permanent Residents

The successful candidates can look forward to a competitive remuneration and benefits package that commensurate with qualification and working experience as well as excellent career opportunities.

Interested candidates, please email your resume in MS Word format (including current and expected salary package) to sk@achievecareer.com

We regret only short-listed candidates would be notified.

RECRUITMENT CONSULTANTS

Job Description

- To handle and manage the entire process of recruitment and selection of foreign talents/workers from overseas
- Understanding clients' business and identifying their recruitment needs
- Advise clients on matters pertaining to recruitment of foreign talents/workers
- Liaise with overseas agencies on orders requirements such as resumes, arranging of interviews etc
- Short-listing, interviewing and selecting the right candidates according to clients' requirement
- Managing clients and candidates expectation
- Provide good customer service and build good rapport with clients and candidates
- Documentation of work passes - applications and renewal
- Perform other aspects of work such as arrangement of transportation, housing, medical, etc for foreign workers

Job Requirements

- Degree/Diploma/A/O Levels
- At least 2 years experience in Recruitment, HR or Sales activities
- Possess HR knowledge of local employment legislation and policies, particularly in the recruitment of foreign workers in Singapore
- Confident, result-oriented and able to work well under pressure
- Committed, self-motivated and a good team player
- Possess mature and enthusiastic attitude
- Excellent interpersonal and communications skills
- Must be able to communicate with Chinese speaking agents and candidates

The successful candidates can look forward to a competitive remuneration and benefits package that commensurate with qualification and working experience as well as excellent career opportunities.

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RECRUITMENT CONSULTANT (IT & ENGINEERING)

Job Description

- Identify new business opportunities
- Manage existing client's portfolio
- Liaise with clients and candidates
- Match suitable candidates to the right jobs with our clients
- Involved in negotiation process with clients and candidates

Job Requirements

- Diploma in any disciplines (preferably IT or Engineering)
- Experience in recruitment industry or at least 2 years experience in sales and account management in any field
- Highly self motivated, able to work under pressure and have 'never-say-die' attitude
- Able to work independently as well as be a good team player
- Energetic and enjoy working in a fast-paced, results-oriented environment
- Resourceful and sales oriented
- Fresh Diploma graduates in IT or Engineering who are passionate about working with people can also apply
- Only applicable to Singaporean and Permanent Residents

The successful candidates can look forward to a competitive remuneration and benefits package that commensurate with qualification and working experience as well as excellent career opportunities.

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EXECUTIVE SEARCH CONSULTANT

Job Description

- You will identify new business opportunities and also handle clients' assignments in delivering solutions for client's recruitment needs through extensive market research and headhunting efforts; assessment and selection of the short listed candidates up to presentation and negotiation management of offered package.
- Manage key accounts and ensure repeat business through providing excellent customer service
- Provide consultative recruitment solutions to key clients in your specific vertical markets (e.g. Life Sciences, Logistics & Supply Chain, Manufacturing, Banking & Finance, Insurance, Technology & IT)

Job Requirement

- At least 3 years' of post graduate qualification and with relevant experience in one of above industry verticals
- Minimum 5 years executive search experience with track records of success in placements
- Strong sales and marketing background and with strong established relationships with clients.
- Comfortable dealing with people from mid-level to senior management
- Excellent interpersonal and communications skills
- Independent, self motivated and a good team player
- Good command of oral and written English

The successful candidates can look forward to a competitive remuneration and benefits package that commensurate with qualification and working experience as well as excellent career opportunities.

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We regret only short-listed candidates would be notified.