



DIRECTORATE OF PLACEMENT SERVICES
OSMANIA UNIVERSITY
NOTICE

**Openings for MBA(Any stream) graduates (2018&2019 passed outs)
at S2Tech.com India Pvt. Ltd**

Last date to register October 24, 2019

Location:Hyderabad/Secunderabad

Salary: INR 2,50,000 P.A

Purpose/Role:

To lead the way in personalized recruitment services (Sourcing and building Market intelligence) by meeting and exceeding the expectations of our Clients and Candidates.

- To be a part of a team responsible for consistently facilitating an optimum results for both our clients and candidates.
- To provide value and support by attracting and recruiting the best people for business.
- To operate each day with the principles of passion, grit, team-spirit and integrity.
- As an S2Tech Talent Specialist you will be responsible for sourcing, interviewing, qualifying, assessing candidates to fulfill current and forecasted requirements in the US. You will use your interpersonal skills to build long-term relationships with consultants.

To become a successful S2Tech Talent Specialist, you must complete an extensive 12 months of training that includes the following:

Phase One - Company Overview, Clients and Services, Organization structure, followed by industry orientation on Health and Human services (MMIS and Eligibility training). You will receive additional training in Relationship Building and Communication. You will also undergo self-development 7 Habits of Highly Effective People training.

Phase Two - Includes all aspects of S2Tech recruiting processes and methodologies, including; HRMS system used for managing recruitment and on-boarding.

Phase Three -Shadowing, mentoring and hands-on training. Then effectively apply all you have learned to source suitable candidates for certain assigned positions and meet the goals set to graduate.

Upon graduation from Trainee training you will be a Talent Specialist with following responsibilities.

Talent Specialist Job Duties/Responsibilities:

- To satisfactorily complete Sourcing and building Market Intelligence training and graduate to full Talent Specialist responsibilities.
- Understand the clients needs and respond urgently by sourcing effectively and in a timely manner.
- Work closely with Talent Advisors and Management staff.
- Source potential candidates by utilizing job boards, referrals, advertising, social media and other resource pools.
- Post job requirements on the internet to increase candidate pool.
- Utilize the automated applicant tracking system effectively.
- Present job opportunities to potential candidates and negotiate contract terms along with competitive pay rates.

Desired Candidate Profile

Education: MBA (Any stream)

- MBA students preferred or Candidates experience from Recruitment background.
- Students must have 70% throughout their academics mandatorily
- We are looking for 4 candidates (1PM to 10AM shift)
- A Degree graduate with excellent communication skills both verbal and written.
- A flair understanding of Recruitment and its process.
- Must have a willingness to be supportive and understands the absolute importance of confidentiality.
- Work with us at least for two years.

Interested students may click on the below link to register on or before October 24, 2019

<https://docs.google.com/forms/d/12wTUnpe8X4OBQA5tqD3Bbr19cKpR3WBm2Xg28zrWwsw/e/dit>