

EPPC Albania is currently recruiting a **Senior Recruiter**.

As a Senior Recruiter, you will manage the end-to-end recruitment process, including sourcing, screening, interviewing, and selecting candidates. You will use a variety of sourcing strategies and methods to attract top-tier, diverse talent, ensuring that our clients' recruitment needs are met with excellence. Additionally, you will foster and maintain strong relationships with potential candidates, clients, and stakeholders to drive recruitment objectives forward.

### Major Responsibilities:

- Lead the full-cycle recruitment process for a diverse range of roles;
- Source, screen, and interview candidates using various platforms and recruitment strategies (social media, job boards, professional networks);
- Collaborate closely with clients to understand their hiring needs and deliver effective recruitment solutions;
- Provide ongoing support to candidates and clients throughout the hiring process;
- Manage and maintain a pipeline of qualified candidates for current and future positions.

### Requirements for this position are:

- **University Degree;**
- **Proven experience in recruitment, with strong knowledge of full-cycle recruitment processes;**
- Excellent proficiency in using Social Media platforms (*Linked In, Fb, Instagram etc.*) for recruitment purposes;
- **Very good command of English and Italian;**
- Proficiency in MS Office;
- Excellent communication and interpersonal skills to establish and maintain strong relationships with candidates and EPPC's clients;
- **Strong ability to manage multiple recruitment projects at the same time, handling high volume while working under pressure;**
- Highly organized, detail-oriented and capable of handling confidential information with professionalism and discretion;
- Strong time management and prioritization skills;

### Benefits:

- **32-hour work week;**
- **Bonus Scheme;**
- **Excellent working conditions.**

### How to apply:

To apply for this opportunity, please send your CV through the following link: <https://aplikim.eppc.al>

You will be contacted by EPPC, only if your CV will be qualified.