



## IT Recruitment Consultant

Please do not hesitate to contact us.

### Job Information

**Recruiter**

ACS Japan

**Job ID**

1465725

**Industry**

Recruitment Agency

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Chiyoda-ku

**Train Description**

Marunouchi Line, Awajicho Station

**Salary**

Negotiable, based on experience

**Refreshed**

May 10th, 2024 23:00

### General Requirements

**Minimum Experience Level**

Over 1 year

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Basic

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

#### IT Recruitment Consultant

**Responsibilities:**

Your role will cover all parts of technology recruitment from sourcing candidates, to prospecting for jobs, to putting the two together and closing deals. Your role will be crucial in the continued success of ACS Japan through developing and maintaining key candidate and client relationships. Following will be day-to-day tasks;

- Doing market research for finding potential IT candidates
- Making new and follow up headhunting phone calls in finding potential candidates and clients
- Doing searches on the Database and adding/correcting information
- Learning and improving the recruitment business techniques

- Booking and attending client meetings to understand their requirements and headhunting suitable candidates for such urgent requirements
- Responsible for overachieving KPIs to be more productive.

## ITリクルートメントコンサルタント

### 業務内容:

IT分野の採用における候補者リサーチからポジションの提案、案件のクロージングまでのトータル的な業務。

候補者、またクライアントの新規開拓そしてリレーション構築を通してACSに貢献すること。

下記が具体的な業務内容:

- 候補者のマーケットリサーチ
- ヘッドハントコールでの候補者、クライアントの新規開拓
- データベースのリサーチ、情報管理
- リクルートメント業界の知識習得
- 急募案件や募集要件を把握するためのクライアントとのミーティング、またそれにマッチする候補者のヘッドハンティング業務
- 目標設定に対する意欲的な姿勢

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## Required Skills

### Qualifications Required:

- Independent and entrepreneurial business acumen
- Sales mind with excellent communication and time management skills
- Experience in fast paced environment with high quality service
- Prior experience in the recruitment industry, or any kind of sales environment

★If you have any questions or need more information, please do not hesitate to contact us.

★Jing Liu | E-mail: jing.liu@acsjapan.jp

### 募集要件:

- ビジネスに対する洞察力
- 優れたコミュニケーション、タイムマネジメントと営業マインド
- 質の高いサービスとスピード感のある環境での業務経験
- リクルート業界または営業経験者は優遇

★少しでもご興味ございましたら、ご遠慮なくご連絡ください。

★柳（リュウ） | E-mail: jing.liu@acsjapan.jp

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## Company Description