



Internal Recruiter

Work in a bilingual environment

募集職種

採用企業名

株式会社バイオス

求人ID

1539874

業種

Sler・システムインテグレーター

雇用形態

契約

勤務地

東京都 23区, 新宿区

給与

経験考慮の上、応相談

更新日

2025年07月18日 03:00

応募必要条件

職務経験

1年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

流暢

最終学歴

高等学校卒

現在のビザ

日本での就労許可が必要です

募集要項

- Support Service Managers and recruitment staff to provide our customized and bilingual IT services and solutions to international clients in Tokyo, and in Osaka
- Work with various teams to identify IT engineers with appropriate technical skills from the market using our engineer database and job search websites
- Drive the hiring process
- Register new engineer's profile on our recruitment database
- Screen scouted engineer's resumes and match with available job positions. Discuss with them over phone to check their language abilities
- Coordinate with administration, HR, and accounting teams to prepare staff contracts, etc.

スキル・資格

- Japanese (JLPT1 or, above) and English with Bilingual communication skills (Must)
- At least one year of recruitment experience in IT is preferred, but not mandatory
- Understand and recruitment needs
- Basic understanding in IT (infrastructure and applications)
- Ability to work under assigned KPI
- Willing to work as a team
- Eager to learn
- fluent (JLPT1) level Japanese or, above , high business level English

More:

This job is a hybrid type, mainly work from home, at times Nishi-shinjuku office when required).

Salary: commensurate with skills and experience

会社説明