



With more than 53 facilities in Europe, the Bertrandt Group has been providing development solutions for the international automotive and aircraft industry since 1973. Every day, more than 13 000 employees guarantee extensive know-how and support our client (Manufacturer and OEM) with management, design and industrialization solutions. Bertrandt Bucharest offers you opportunities in the automotive sector (body in white, interior and exterior, layout, powertrain, software development and electronics).

Sourcing Recruiter

Activity:

Part of the Administration of Bertrandt Bucharest with contact with our Headquarters in Germany, France and Sibiu, part of your responsibilities will be:

- Write and publish the recruitment ads
- Sourcing profiles for the job openings, including proactive phone and internet research
- Advise and argue about the profiles to be recruited (profile / position adequacy, interview report, communication with the applicant)
- Follow up of recruitments
- Sustain the recruitment interviews
- Maintain a good relationship with the management / recruitment suppliers
- **Participate to the recruitment meetings**
- Contribute to the development of tools and means of recruitment (develop our offer and our visibility)
- Get involved in the reception and follow-up the integration of recruited candidates

Candidate's profile:

- Experience in sourcing, recruiting, interviewing candidates
- Economical, Marketing, Management or Engineering studies
- Good knowledge of the automotive engineering sector, even other sectors of industry, IT
- High attention to details
- Communication skills
- Organizational skills
- Eagerness and curiosity in developing professional skills
- Good judgement and autonomy
- Proficient in Office tools (Excel, PowerPoint, Word)
- Great knowledge in English
- Good knowledge in French and/or German is considered a plus

Our Benefits:

- Modern and challenging working environment
- Career development
- Seniority Bonus
- Private medical insurance
- Meal tickets
- Gift vouchers
- Transportation Bonus
- Bookster
- 7Card