

Company: Success Pact Consulting Private Limited  
Job Title: Senior Technical Recruiter  
Location: Noida, Uttar Pradesh  
Job Type: Full-time (Work from Office – 5 days in a week)  
Experience Required: 2 to 4 Years

### Position Summary

The “Senior Technical Recruiter” will manage the end-to-end recruitment process, from sourcing to final placement, focusing on delivering top-tier tech talent to our clients. This role requires excellent communication and organizational skills, the ability to work independently, and a deep understanding of the technical recruitment landscape.

### Responsibilities

- ⇒ Coordinate with team leaders to understand client's hiring needs.
- ⇒ Handling client discussion and coordination on candidates status
- ⇒ Publish and manage job ads on careers pages, job boards and social media
- ⇒ Source and contact passive candidates online (e.g. via LinkedIn)
- ⇒ Network with candidates offline during job fairs
- ⇒ Screen resumes and job applications
- ⇒ Submission of quality resumes against the client requirement
- ⇒ Reduce time to hire by providing high-quality candidates in a timely manner.
- ⇒ Create talent pipelines with high-potential candidates for future job opportunities
- ⇒ Keep detailed records of past applicants' information, including resumes, assignments and interview evaluations
- ⇒ Manage a portfolio of clients and maintain good relationships with them.

### What is Required

- ⇒ Proven work experience as a Technical Recruiter or similar role
- ⇒ Hands on experience on first hiring stages (job posting, sourcing, screening, interviewing)
- ⇒ Experience evaluating candidates on various roles and seniority levels with various interview formats,
- ⇒ including phone screening calls, in-person interviews and group interviews
- ⇒ Knowledge of resume databases
- ⇒ Excellent communication and relationship-building skills
- ⇒ Solid organizational and time-management abilities
- ⇒ Self-motivated and work independently without supervision
- ⇒ Aggressive with strong desire to succeed, goal oriented.
- ⇒ Education - An Engineering degree will be ideal
- ⇒ Computer savvy with Microsoft Office applications

**If you are passionate about Technical Recruitment (Product Based Hiring) and ready to take on a role, we invite you to join us and make a significant impact.**