
IS RECRUITING YOUR PASSION and are you looking for a new challenge in the dynamic and fast growing IT field? Then we are looking for you to support our team in Geneva as a:

TALENT ACQUISITION MANAGER

YOUR TASK

As a professional in recruiting you create the basis for the further growth of ELCA.

Your task is to support the entire recruiting process:

- › Selecting and evaluating applications received
- › Leading interviews
- › Managing applications and correspondence in French, English
- › Searching for and approaching suitable candidates
- › Creating and maintaining requirement profiles and publishing job ads
- › Organizing and implementing recruiting events (Forums, Hackathon events, technological challenges)
- › Setting-up and maintaining a network to universities, interest groups and recruitment agencies

OUR OFFER

- › A welcoming environment and a young, motivated and friendly team
- › Interesting and varied tasks
- › A flat hierarchy and cross-sector collaboration
- › Work at one of the leading Swiss IT service providers

YOUR PROFILE

- › You have completed higher education or a specialized HR education followed at least 5 years of experience in recruitment.
- › You have acquired a good experience in an IT recruitment agency or an in-house experience in an IT company.
- › You are familiar to social media and you are interested in technology and the IT field.
- › In addition, you are an organizational talent and your strengths are social skills, reliability, strong ability to work in a team and independent, pragmatically working style.
- › You have excellent communication skills in French and English, German is a plus.

ABOUT ELCA

ELCA is one of Switzerland's biggest Information Technology Companies. Since the company was founded in 1968, we have offered our customers a single source for the complete spectrum of IT services including consulting, development and operations. Our team of more than 850 specialists advises companies on the best use of modern information technologies, develops and implements efficient and stable solutions and applies our know-how to ensure excellence in use.

IF YOU ARE INTERESTED

Please upload your complete application (CV, letters of reference, diplomas and certificates) in English by clicking on the "apply" button and following the orders. We only accept direct applications for this position.

