

HR Recruiter

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$18.00 to \$21.00 hourly
Employment status: Contract / Temporary

Description

Robert Half might have a Human Resources Recruiter job for you with this dynamic organization in the Entertainment industry. As the Human Resources Recruiter, you will be responsible for full cycle recruiting in support of a diverse array of positions across varying departments such as accounting, marketing, operations, administrative and technology. If you are a self-starter wanting to learn and to grow, you could be the person we're seeking for our client. We need someone who can wow us with their skill at recruiting functions, as well as a variety of personnel related administrative tasks, including providing clerical support to the HR department. Are you seeking a Human Resources Recruiter position, which would allow you to cultivate your skill set? You can be considered for this exciting and hands-on Human Resources Recruiter position, if you apply today! This long-term contract / temporary employment opportunity is based in the Birmingham, Alabama area.

Key responsibilities

- Optimizing digital recruiting resources
- Acquiring and sorting candidates through various sources and platforms
- Constructing internal recommendations
- Overseeing various administrative duties
- Supporting new-hire on-boarding paperwork/orientations
- Drafting and posting job opportunity advertisements
- Carrying out interviews

Requirements

- 2+ years of full-cycle recruitment experience
- Willing to work as part of a team or independently and have the drive to take on a variety of tasks and projects
- Highly professional; able to use good judgment and maintain a high level of confidentiality and sensitivity
- Anyone looking to perform this position's duties needs proficiency with office applications and software, as well as social media platforms
- Knowledgeable when it comes to writing reports, business correspondence, user instructions, and procedure manuals
- Advanced in office applications and software, as well as Human Resource Information Systems (HRIS)
- Knowledge of Microsoft Office Suites
- Solid understanding of Corporate Recruiting
- Proficiency in ADP Financial Services

companies. We offer contract, temporary and permanent placement solutions for finance and accounting, technology, marketing and creative, legal, and administrative and customer support roles.

Robert Half works to put you in the best position to succeed. We provide access to top jobs, competitive compensation and benefits, and free online training. Stay on top of every opportunity - whenever you choose - even on the go. [Download the Robert Half app](#) and get 1-tap apply, notifications of AI-matched jobs, and much more.

All applicants applying for U.S. job openings must be legally authorized to work in the United States. Benefits are available to contract/temporary professionals, including medical, vision, dental, and life and disability insurance. Hired contract/temporary professionals are also eligible to enroll in our company 401(k) plan. Visit roberthalf.gobenefits.net for more information.

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Please contact Ernst & Young at 866-834-5115 with any questions. Thank you for your assistance.

This Job Posting will expire in 10 days.