



Position: Manager – Talent Acquisition

Experience Required: 4-7 years

Qualification: MBA- HR with excellent communication skills

Type of Job: Permanent

Job Location: Gurgaon

Responsibility & Accountability:

- Meeting recruitment targets for Pan India as per the Business Plan.
- Sourcing profiles through Job portals, Social Networking sites as per the requirement.
- Screen prospective candidates and coordinating with the Line managers of candidate, interviewing & selection process, extending the offer and closing position.
- Salary negotiations with the selected candidates as per the company salary band widths.
- On-boarding new employees in order to become fully integrated.
- Maintenance of the Recruitment MIS for the concerned vertical.
- Strong decision making skills & Stakeholder Management

Interested candidates can email their most current profile at neha.kathait@securitas-india.com,
priiti.sharma@securitas-india.com

We would like to thank all applicants, however only those who qualify for an interview will be contacted.