

Recruiting Specialist Junior

工作职责

Are you ready to take your career to the next level? Join our dynamic recruiting team at Continental AG!

Your Key-responsibilities:

- Development and optimization of job descriptions
- Selection of appropriate sourcing channels
- Screening of applicant documents
- Applicant management (pre-selection and conducting interviews)
- Point of contact for all stakeholders (candidates, HR Business Partners, and hiring managers)
- Maintenance of the applicant management system
- Participate in recruiting events and projects

职位要求

- Completed studies in business administration or human resource management, or comparable qualifications
- Initial professional experience in human resource management is desirable
- Advanced English skills written and spoken
- Proficient in common MS Office programs
- Experience In ATS Systems desirable
- Strong communication and teamwork skills

我们可以提供

At Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

#LI-MM1

Ready to drive with Continental? Take the first step and fill in the online application.

关于我们

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent, and affordable solutions for vehicles, machines, traffic and transportation. In 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.



职位号码

REF78124H

工作职能

人力资源

所在地

San Luis Potosí - Contitech

领导力级别

个人贡献者

工作场所灵活度

现场办公

招聘专员

Marcela Martin del Campo

法律实体名称

**ContiTech Mexicana, S. de R.L.
de C.V.**