

Colombia Jobs Expertini®

Bilingual Recruiter, Talent Acquisition

Apply Now

Company: Continuum Global Solutions

Location: Bogotá

Category: business-and-financial-operations

At Continuum Global Solutions, our vision is to be the leader in customer experience by connecting the right people with innovative solutions to deliver outstanding results. We will empower and support our employees to reach unimaginable heights while growing our business to make a global impact. Our can-do culture works together to make the ordinary exceptional.

Are you ready to source and be one that **AIMS HIGHER REACHES FARTHER** when achieving results in a fast-paced environment? Can you **ACT BOLD.BE PASSIONATE** attracting the right talent? Can you **BE ONE.HELP MANY** when meeting deliverables? Do you want to **BE DIFFERENT.BE YOUR OWN BOSS** **LEARN MORE.TAKE ACTION**

JOIN OUR TEAM TODAY!

We are hiring **Bilingual Recruiters** for our office in Bogota Columbia who will be ready to jump into high-volume **recruitment** site. This position is hybrid and will require to work out of the office 75% of the time. The Recruiter will be responsible for working with a team in hiring non-exempt positions in high-volume and support/niche roles when required. This is a full-time position with competitive pay, health benefits, opportunity for continuous growth, and many more employer perks. If you have the desire to make change, take on challenges, and experience fulfillment, then this is the place to be!

RESPONSIBILITIES:

Source talent using various channels, community, and utilizing networking opportunities.

Full cycle recruitment management from screening, interview, pre-employment screening, to hire.

Manage pipeline of candidates in ATS that may also include building the pipeline through referrals and community engagement.

Track extensively throughout the recruitment process and document profiles.

Build relationships with hiring managers to develop & establish recruiting strategies that support their business/departments.

Consult with Recruiting Manager and Hiring Managers when identifying and recommending candidates.

Commit to and meet weekly hiring needs for the organization.

Handle salary discussions with candidates

Ensure all compliance and regulatory guidelines are met.

All other duties as assigned.

REQUIREMENTS EDUCATION & EXPERIENCE:

Bachelor's/College Degree in HR/Recruitment or a related field preferred or at least 2 years of relevant experience (Call center, Agency, high-volume preferred)

Bilingual English/Spanish (Portuguese/ French a plus)

Excellent written and verbal communication skills.

Strong command of the English language

Effective organizational and time management skills

Proven ability to build rapport with candidates and employees regardless of hierarchy.

Experience with Recruitment databases, ATS, Candidate sourcing tools, job sites,

Linked In, etc.

Knowledgeable of Microsoft Office Suite (Excel, Outlook, PowerPoint, Word)

Motivated and persistent in meeting goals

Work with integrity and high-level confidentiality with excellent attention to detail

Exhibit professionalism

BENEFITS & PERKS:

Competitive base salary- 3.5M- 4M COP per month, based on experience

Paid Training

Comprehensive health insurance package

Paid vacation and holiday time off.

Great work environment

About Continuum Global Solutions, LLC

Continuum Global Solutions' services and call centers have been embraced by top companies worldwide. The company's Fortune-500 clients rely on its vast expertise in customer care management. Continuum Global Solutions leverages world class voice, chat, email, and social technologies. Continuum has more than 16,000 employees in major international markets and serves tier-1 clients across multiple industry verticals. More information can be found at www.continuumgbl.com

Continuum is an Equal Opportunity Employer and considers applicants for all positions without regard to race, color, creed, religion, ancestry, national origin, age, gender identity, sex, marital status, sexual orientation, disability, military/veteran status, citizenship status, genetic information, or any other characteristic protected by applicable federal, state, or local laws.

Continuum recruiting correspondence will always come from a talent acquisition representative with an official @continuumgbl e-mail address. In addition, our

representatives will never ask for any form of payment from a new hire or candidate. Please report suspicious activity to Corporate.Security@continuumgbl.com .

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