HR RECRUITER

Job Ref. No: #JDMPR2229

2024 - 2025

- **Company Name** : Moris Media LLC
- **Designation** : Hr Recruiter
- **Job Type** : Full Time
- **Industry** : Media & Marketing Industry
- **Department** : Human Resource Department
- **Work Model** : Remote
- **Salary** : Negotiable Salary

www.morismedia.com

About morismedia

Moris Media is a professionally managed public relations, digital marketing and reputation-management organisation with 12+ years of industry experience, recognised as one of the world's leading PR and digital marketing boutique agencies, working across 40+ countries.

Job Summary

Moris Media is currently hiring for HR Recruiter in Singapore. This role will place you at the forefront of Moris Media and moCal's strategic global expansion efforts. As an HR Recruiter, you will be instrumental in managing the full-cycle recruitment process, which encompasses sourcing, screening, interviewing, and onboarding candidates for diverse roles across the Middle East, Europe, and Asia. Your primary responsibility will be to develop and execute effective talent acquisition strategies tailored to these regions, ensuring that moCal attracts high-potential candidates who align with our company's vision and values.

You will be expected to promote moCal's employer brand and value proposition to effectively capture the interest of top talent in the target regions. Your role will involve close collaboration with hiring managers to fully understand their staffing requirements and ensure alignment throughout the recruitment process. Building and maintaining strong relationships with candidates will be crucial, as you will be responsible for providing a positive and engaging candidate experience from the initial contact through to the final offer.

A key aspect of your role will be to stay informed about market trends, compensation benchmarks, and talent availability in the Middle East, Europe, and Asia. This knowledge will enable you to develop strategic sourcing techniques that identify and attract the best candidates, including passive talent. Your understanding of regional cultural nuances and recruitment practices will be essential for navigating these diverse talent markets effectively.

In addition, you will champion diversity and inclusion initiatives within the hiring process, striving to build a diverse and inclusive workforce that reflects moCal's commitment to these values. Your role will also involve utilizing various recruiting tools and Applicant Tracking Systems (ATS) to streamline the recruitment process and maintain accurate candidate records.

Your proficiency in English, combined with fluency in at least one additional language relevant to the target regions (such as Arabic, French, German, or Mandarin), will be crucial for effective communication with candidates and stakeholders. The ability to work independently and thrive in a fast-paced, global environment will be essential, as you will be managing multiple recruitment processes and adapting to the dynamic needs of a growing company.

As an HR Recruiter, you will not only contribute to the hiring of top talent but also play a significant role in shaping the future of moCal by ensuring that the best candidates are brought on board to drive the company's success. Your expertise in recruitment, coupled with a strong understanding of employer branding and talent marketing, will be key in supporting moCal's continued growth and expansion across these important regions.

Primary Responsibilities

Moris Media is currently hiring for HR Recruiter in Singapore. This role may require you to:

- Manage the full-cycle recruitment process, including sourcing, screening, interviewing, negotiating offers, and onboarding candidates for diverse roles across the Middle East, Europe, and Asia.
- Develop and implement effective talent acquisition strategies tailored to the specific needs and characteristics of each target region.
- Promote and enhance moCal's employer brand and value proposition to attract high-potential candidates in key markets.
- Collaborate closely with hiring managers to understand their staffing needs and ensure the recruitment process aligns with their expectations and requirements.
- Conduct thorough market research to stay informed about industry trends, compensation benchmarks, and talent availability in the target regions.
- Build and maintain strong relationships with candidates throughout the recruitment process, ensuring a positive and engaging experience.
- Champion diversity and inclusion initiatives, ensuring that recruitment practices support the development of a diverse and inclusive workforce.
- Utilize various recruiting tools and Applicant Tracking Systems (ATS) to streamline the recruitment process and maintain accurate candidate records.
- Source and engage passive candidates through multiple channels such as LinkedIn, job boards, and networking events, demonstrating a strong ability to identify top talent.
- Ensure clear and effective communication with candidates and stakeholders, leveraging proficiency in English and at least one additional language relevant to the target regions.
- Stay adaptable and thrive in a fast-paced, global environment, managing multiple recruitment processes and responding to the dynamic needs of a growing company.
- Implement strategies to address any hiring challenges and adjust approaches based on feedback and recruitment metrics.
- Maintain up-to-date knowledge of regional cultural nuances and recruitment practices to effectively navigate diverse talent markets.
- Support the recruitment efforts for roles within specific areas such as sales, marketing, and customer success, as required.
- Contribute to shaping the future of moCal by ensuring the recruitment of high-caliber candidates who align with the company's vision and values, supporting its continued global expansion.

Required Skills

Primary Skills and Experience Required for HR Recruiter at Moris Media:

- **Experience:** 3-7 years of experience in full-cycle recruitment, preferably in tech or SaaS environments.
- **Curiosity:** Demonstrated eagerness to learn and stay updated on industry trends and recruitment best practices.
- **Adaptability:** Ability to thrive in a fast-paced, dynamic environment and adjust strategies as needed.
- **Objective & Perspective:** Capable of evaluating candidates and making decisions based on objective criteria and a broad perspective.
- **Good Listener & Observer:** Strong listening skills and keen observational abilities to accurately assess

candidate fit and understand hiring needs.

- **Collaborative & Diplomatic:** Proven ability to work effectively with hiring managers and team members while navigating complex interpersonal dynamics.
- **Decisive:** Ability to make informed, timely decisions regarding candidate selection and recruitment strategies.
- **Competitive:** A drive to excel in meeting recruitment targets and outperforming industry benchmarks.
- **Honest & Opinionated:** Demonstrated integrity in recruitment practices and the confidence to voice opinions and provide constructive feedback.
- **Travel Willingness:** Open to traveling as required to meet candidates, attend industry events, or support recruitment efforts across regions.

Qualifications & Experience

Qualification Required for HR Recruiter at Moris Media:

- **Educational Background:** Bachelor's degree in Human Resources, Business Administration, or a related field.
- **Experience:** 3-7 years of experience in full-cycle recruitment, preferably within tech or SaaS environments.
- **Technical Specifications:**
    - **High-performance Laptop or Desktop:** A computer with sufficient processing power and memory to handle demanding tasks and ensure a seamless workflow.
    - **High-speed Broadband Internet Connection:** A reliable and fast internet connection essential for accessing online resources, collaborating with colleagues, and transferring large files.
    - **Virtual Workstation:** A dedicated workspace, either physical or virtual, that supports a productive and organized work environment, free from distractions.
- **Open for Travel:** Willingness to travel as required to meet candidates, attend industry events, or support recruitment activities across regions.
- **Salary:** We offer a competitive salary and benefits package, with flexibility to discuss salary based on your experience, skills, and personality. If shortlisted, salary details will be discussed in more detail.

Apply Only Through the Official Job Page

Candidates must review the complete job description, eligibility requirements, work model, location and experience expectations before submitting accurate and updated information through the official application form.

Submitting an application does not guarantee shortlisting, an interview or employment. Moris Media does not request registration charges, security deposits, training fees or candidate payments through its official recruitment process.

APPLY ONLINE HERE

Career Opportunities Across Borders

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