



INTERNSHIP: Junior Recruitment Consultant / Business Analyst

About us: ALHAMBRA INTERNATIONAL is a specialist of International recruitment, Headhunting, Skills Assessment, Recruitment Optimization and Trainings with offices in Europe, Asia and a partner in Middle East. www.alhambra-international.com

As part of your internship at Alhambra International, you will be in charge of at least one recruitment assignment from the beginning to the end of the process:

- Market & Business analysis of client's area: key figures, market positioning, WW competitors, sustainable development strategy
- Key competencies analysis of a position, highlighting of keywords
- Choice of targeted sourcing methodology: social network, alumni, targeted companies
- Identification of appropriate candidates
- Direct phone contact with targeted candidates: qualification of their position, skills, salary and expectations
- Organization of face to face or video interviews of endorsed candidates
- Attending interviews with consultants
- Drafting of interviews reports, highlighting candidates strengths and weaknesses
- Attending recruitment process meetings with clients

Additional tasks:

- Participate to customers acquisition: meetings, fairs etc.
- Carry out digital communication projects, community management etc.

Skills:

- A solid team player who is also an independent thinker
- A robust analytical skill-set required
- Must be deadline driven, organized and able to multi-task
- Strong verbal, written and presentation skills are important
- Endless curiosity

Duration: from 5 to 6 months

Flexible starting date: August or September 2019

Location: Paris 16e

Compensation: Financial compensation and local transportation costs

An internship agreement with your university is mandatory

Send your Resume to Dajana Rakoczy: drakoczy@alhambra-international.com