**Talent Acquisition Executive – Cyprus or Greece**

**Reference Number: CYGR\_HR1021**

**The Role:**

Our Talent Acquisition team is growing! We are looking for passionate, self-motivated and energetic individuals to join our awesome team and enjoy the opportunity to grow and develop in an international environment.

**The key responsibilities of the role include:**

* Work closely with the Head of Global Talent Acquisition for managing the full cycle of the recruitment process
* Contribute to continuously evolving recruitment processes and reviewing processes to identify and attract top talents
* Review and analyse international recruitment trends to design a forward-looking, best in class executive recruitment strategy
* Provide suggestions on strengthening and developing the XM employment brand
* Work closely with the team leaders to understand their strategic objectives and hiring needs, and defining sourcing strategies
* Use contemporary sourcing strategies for talent attraction
* Perform CV screening, conduct in-depth interviews and make recommendations to the business
* Develop and run assessment centres
* Maintain recruitment database updated
* Deliver results with minimal supervision, and effectively manage multiple recruitment projects in a fast-paced environment
* Achieve high levels of internal customer satisfaction

**Main requirements:**

* BSc/MSc in Business, HR, Occupational Psychology or any other related field
* At least 1 year of solid hands-on experience in recruitment
* CIPD qualification will be considered an advantage
* Resourceful with strong communication and organizational skills
* Business acumen
* Committed to excellence, continuous improvement and to achieving success
* An enthusiastic team player with a strong drive to create a positive and collaborative work environment
* Excellent oral and written communication skills in English
* Technically strong with Microsoft Office. Working knowledge of Exelsys online recruitment software will be a plus

**What we offer:**

* Attractive remuneration package
* Private health insurance
* Food allowance
* Intellectually stimulating work environment
* Continuous personal development and international training opportunities

Type of employment: Full time

Location: Cyprus or Greece

Please visit our website [www.xm.com/careers](http://www.xm.com/careers) to submit your online application for this position.

**All applications will be treated with strict confidentiality!**