Job Title: Internal Recruiter

Location: Bristol

Salary: £30,000 - £35,000 per annum

Contract Type: Full-time, permanent

We are seeking an experienced Internal Recruiter to join our team in Bristol. As an Internal Recruiter, you will be responsible for the end-to-end recruitment process for a range of positions across the organisation.

Key Responsibilities:

* Build and maintain relationships with hiring managers across the organisation to understand their recruitment needs and requirements
* Develop and implement recruitment strategies to attract and engage with high-calibre candidates
* Manage the end-to-end recruitment process, including sourcing candidates, screening CVs, conducting interviews and providing feedback
* Maintain accurate and up-to-date recruitment records and reports
* Ensure compliance with employment legislation and best practice in recruitment
* Support the development of employer branding strategies to promote the organisation as an employer of choice

Requirements:

* Previous experience in an internal recruitment role, preferably within a large and complex organisation
* Excellent communication and interpersonal skills, with the ability to build and maintain relationships with stakeholders at all levels
* Strong organisational and administrative skills, with the ability to manage multiple recruitment campaigns simultaneously
* A proactive and results-driven approach
* Knowledge of employment legislation and best practice in recruitment
* A degree in a relevant subject area is desirable

If you are an experienced Internal Recruiter looking for a new challenge, we would love to hear from you. Please submit your CV and a cover letter detailing your relevant experience and qualifications.

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