MCG: Market Connect Group

Title: National Recruiter

Location: 200 Broadacres Dr., Bloomfield, NJ

Job Type: Full-Time (Entry-Level)

Compensation Type: Salary  
Wage: $40,000 - $45,000/year

Start Date: 5/29/2017

Job Description: The Talent Acquisition Coordinator is responsible for sourcing, attracting, and recruiting part-time employees for MCG. This is done through online recruiting campaigns, report analysis, job post optimization, and through recruitment strategy.

Primary Responsibilities:

- Responsible for managing online recruitment strategies such as Paid Ad Campaigns and Facebook Ads
- Use a variety of methods to attract passive candidates. This includes Boolean searches, cold calling, and referrals
- Recruit for open requisitions
- Build and manage client relationships
- Prepare job descriptions and post
- Source active and passive candidates
- Experience with LinkedIn, Social Media Sites, Job Boards
- Maintain key reporting including accurate record retention

Qualifications:

- Strong analytical and report writing skills
- Advanced computer skills
- Operate at an advanced level with the Office Suite: Outlook, Excel, and Word
- Great follow-thru and time management skills; must be a self-starter
- Bachelor’s Degree
- Familiarity with Pay-Per-Click (PPC), Google Analytics, and Facebook Campaigns
- Preferred ATS and high volume staffing/recruiting experience
- Must submit and pass criminal background check

Application Instructions: Send CV/Resumes to McCrossanB@mcgconnect.com.

About the Organization: MCG is a premier service organization that partners with both manufacturers and retailers to increase sales at store level. We provide in store services to department stores, mass merchants and stand-alone retailers throughout the United States and Puerto Rico. At MCG, we identify your interests and talents and match these within our specialized service teams.