

Recruitment manager

To support our growth and strengthen our business, which will focus in particular on around the deployment of new offers and headhunting, we are looking for a **recruitment manager** to join our Paris team as soon as possible.

Your responsibilities

As a recruitment manager, your job is to will be as follows:

- Participation in the recruitment of interns and consultants,
- Drafting and publication of bids,
- Sourcing, social network hunting, direct approach and telephone pre-selection,
- Conducting recruitment interviews,
- Follow-up of applications and participation in school forums,

In parallel with your main mission, you will be involved in other tasks (20%):

- Personnel administration (employment contracts, personnel files, etc.)
- Support for various HR projects: participation in drawing up the training plan, CSR approach, disability policy, actions to promote professional equality between men and women and the feminization of our professions, other cross-functional projects (employer brand, communication, GDPR).

In a nutshell...

Formind, the French independent leader in cybersecurity with almost 300 consultants, has enjoyed sustained growth since its creation in 2010. PASSI-qualified, Formind supports its customers in all cybersecurity issues with a risk-based approach, strong pragmatism and committed values. Based in Paris, Formind has expanded to several cities in France, Morocco, Spain and Canada. Formind is also proud to be recognized as Happy@Work for the 7th consecutive year.

Your profile

With a BAC+3/4 degree, preferably specializing in Human Resources, you have at least two years' professional experience. You would like to join a team on a human scale, and discover the recruitment business.

Your qualities and skills :

- Interest in IT and cybersecurity
- Interpersonal skills & Telephone skills
- Rigor & perseverance

+

Workplace: Issy Les Moulineaux
Remuneration: according to profile
Telecommuting: 2 days/week
A friendly, caring atmosphere

Envoyez votre candidature à

recrutement@formind.fr