



HR Recruitment Consultant

Toll is the leading provider of integrated logistics services in the Asian region, generating annual consolidated revenue of \$9 billion and operating an extensive network of over 700+ sites throughout more than 45 countries across the world.

This Toll Business Unit, based in the Kewdale area currently has an opportunity for an experienced Recruiter to join their already established team. Reporting directly to the Senior HR Advisor, you will be responsible for the temporary/labour hire and permanent recruitment requirements for their business in transport and logistics, warehousing and mining industries.

The successful candidate will possess the following:

- Previous experience in a similar position
- Practical/Previous experience as a Blue Collar (Transport and Logistics - highly recommended)
- Proven ability with phone screening and interviewing candidates
- Ability to build and maintain client and candidate relationships
- Have a dynamic and methodical approach with the ability to multi-task
- Provide quality and fast service that meets client expectations
- Excellent communication skills both written and verbal

Service Delivery:

To ensure client vacancies are filled in a timely and reliable manner through submission of carefully selected and appropriate candidates; responsible for on-going support to both client and candidate throughout the life of the assignment.

Responsibilities and Duties include:

- Managing the database ensuring information is current and correct
- Creating and maintaining relationships with clients and candidates and manage temps throughout the course of an assignment
- Booked medicals
- Conducting reference checks
- Select candidates through specific interviewing and recruitment techniques
- OHS issues are managed, reported and recorded
- Complete candidate registration process

To be successful in this position you will be immediately available, a quick worker and a great communicator. In return you will enjoy the benefits of working with a progressive company who enjoy an enviable reputation. An attractive hourly rate will be negotiated.