

**R. J. Tibrewal Commerce College
Vastrapur, Ahmedabad-380015**

25th June, 2021

Placement Notice

We give below e-mail received from QX Global Group. Interested students may give CV latest by 3-7-2021 to Dr. Nilesh V. Suchak at college or contact Shri Ravindra Singh Digwa directly.

For R. J. Tibrewal Commerce College,

(CA Dr. Hiten M. Parikh)
Principal

QX Global Group - Urgent openings.

Ravindra Singh

Digwa <ravindrasingh.digwa@qxglobalgroup.com>

To:nileshsuchak@yahoo.co.uk

Cc:'Chandrasekhar Sharma'

Fri, 25 Jun, 2021 at 14:42

Dear Sir,

RJ Tiberwal College.

Greetings from QX Global Group.

Hope you must be staying safe and in good health.

Further in the regard, we are sharing you a **Job profile** for the urgent openings we have now.

It would be great if could share us the CV of interested candidates who wish to take up the job at QX Global Group.

Vacant Positions

Recruitment Consultant (Healthcare Or Technical (IT & Non IT) / Compliance officer.

Total Position : - 100

Eligibility Criteria

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- Ø Good communication skill
 - Ø UG / Any Graduate
 - Ø Candidate should be flexible to work in UK Or US Shift.
 - Ø UK Shift : - 12:30 to 10 PM (Indian summers) – 1:30 to 11 PM (Indian winters) as per day light saving.
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Training Module

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- Ø 4 week class room training & 2 week OJT (On job training)
 - Ø UK & US Geography training
 - Ø Basic recruitment / Sourcing training (Healthcare & Non-Healthcare)
 - Ø Healthcare Compliance Training.
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Job Descriptions - Technical Recruitment consultant (IT & Non-IT) – UK & US Process

Candidate will be responsible for End to End recruitment.

Communicating with hiring managers to identify future job openings and the technical requirements for those jobs.

Writing job descriptions and posting to relevant media platforms.
Screening applicants for competency with the job requirements.
Arranging telephone, video, or in-person interviews.
Performing background and reference checks.
Presenting the resumes of the most suitable candidates to the hiring manager.
Offering job positions and completing the relevant paperwork.
Keeping track of all applicants as well as keeping applicants informed on the application process.
Forecasting recruitment budgets.
Good interpersonal and decision-making skills.

Job Descriptions – Healthcare Recruiter & Compliance officer

Candidate will be responsible for sourcing the nurses from portal Or linkedin.
Scheduling interview with client.
Shift Bookings & rate negotiation.
Full compliance process – Documents chasing,
Reference chasing , Documents uploading , DBS Apply

Look forward to your kind response at the earliest possible please.

Thanks and Regards,
Ravindra Singh.

**Ravindra Singh Digwa | Sr. Executive
Corporate Relations**

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310 9312 | **IN:** +91 99788 95334