



People Connectivity

RECRUITMENT LEAD

The main objective is to promote the growth of E.R.B. RAIL JV PS by attracting highly qualified specialists. The Recruitment Lead is responsible for the full recruitment lifecycle, employer branding, and the strategic identification of candidates who meet the requirements of E.R.B. RAIL JV PS internal development programs.

DUTIES AND RESPONSIBILITIES:

- Lead full-cycle recruitment for technical and management roles, ensuring mobilization timelines are met.
 - Develop and execute sourcing strategies to attract both active and passive candidates.
 - Manage and optimize the Applicant Tracking System (ATS).
 - Act as a Strategic Advisor to Hiring Managers on market trends and salary benchmarks.
 - Own and coordinate international mobilization processes, including collaboration with external visa agencies.
 - Manage relationships with external recruitment partners and immigration service providers.
 - Develop and maintain recruitment procedures and onboarding guidelines.
 - Verify candidates' compliance with technical requirements in line with RED FIDIC contract standards.
 - Manage candidate feedback and grievance processes throughout the selection stage.
 - Provide real-time reporting and insights on recruitment activities and performance.
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JOB REQUIREMENTS:

- Bachelor's degree in Human Resources, Business Administration, or a related field.
 - A minimum of 5 years of experience in full-cycle recruitment is required, with experience in Construction or Engineering considered an advantage.
 - Expert knowledge of ATS platforms, LinkedIn Recruiter, and sourcing tools.
 - Knowledge of the Latvian language and English language proficiency, both spoken and written, to perform duties in relation to all colleagues coming from JV partner companies.
 - Excellent negotiation and stakeholder management skills.
 - Valid Category B driving license.
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WE OFFER:

- Opportunity to gain professional experience in an international company.
 - Monthly salary starting from 2500.00 to 2800.00 EUR gross (based on experience and competence).
 - Opportunities for professional development and career growth.
 - Great working environment and support in the work process.
 - Workplace at Riga.
 - Health insurance from your first working day.
 - Corporate and social events.
 - Long-term stability.
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WE ARE WAITING FOR APPLICATIONS IN ENGLISH