



HealthSource of Ohio is seeking to hire a HR Recruiting Coordinator who is passionate about providing an exceptional candidate experience. We are looking for Friendly, Accessible, Credible individuals to join a great HR team.

Responsibilities:

- Source, screen and interview candidates
- Assist managers to identify and implement recruitment strategies
- Create and post to various job boards
- Schedule & facilitate interviews
- Partner with hiring managers on a regular basis
- Provides support to HR Department as needed

Qualifications:

- Previous recruitment and sourcing experience required
- Strong communication skills with a focus on customer service
- Computer skills required
- High School Diploma or Equivalent required
- Associated Degree Preferred
- Previous HR experience strongly desired

HealthSource of Ohio is an Equal Opportunity/Affirmative Action Employer:
Minority/Female/Disabled/Veteran

	N/A	0-25%	26-75%	76-100%	Avg. lbs.
Lift/Carry	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	40
Push/Pull	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reach Overhead	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Climb	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Squat/Bend/Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Walk/Move About	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	