

Recruitment Manager

Ledger Bennett Chicago, Illinois, United States (Remote)

At Ledger Bennett, we strive to help our employees find passion and purpose. We're looking for commercially driven strategic marketers, sales professionals, and data scientists to help build the most advanced revenue services business in the world. If you think you could make a bigger impact on your client's revenue than your current job allows then join us to help change the way the world delivers revenue. Ledger Bennett is now looking for an experienced Recruitment Manager to join our team. We have adopted a flexible working style that is robust, admin-light with cloud-based systems that allow you to work from any suitable location with hours to suit you and our clients.

In this role you would be responsible for:

- Delivering a top-quality end-to-end candidate experience
- Reviewing job descriptions ensuring they meet role requirements and advising hiring managers on candidate review, interview tips, and techniques
- Advertising jobs effectively on job boards, career pages, and social media
- Participating in all role appropriate panel interviews for quality control, culture fit assessment, and ensuring a comprehensive, fair, non-bias, and robust selection process is adopted across the organization
- Onboarding for new hires, covering general Ledger Bennett information and supporting the hiring manager with role-specific onboarding
- Monitoring turnover and retention rates
- Manage and continually review recruitment agency relationships and the Preferred Suppliers List
- Promote cross divisional internal applications and redeployment opportunities
- Working collaboratively with the Global VP of People to understand the business and its resourcing needs

- Periodically reviewing the recruitment process for all levels and functions within the organization develop and maintain a professional, effective, and cost-efficient recruitment process
- Surveying recent recruits to help diagnose the appropriate focus for added value
- Providing regular recruitment reports to senior management
- Promoting Diversity and Inclusion in all recruitment activities.

Our ideal Recruitment Manager

If you are a commercially savvy, proactive, fast thinker, this is the perfect role for you! Reporting directly to the Global VP of People, you will be driving and implementing the acquisition, recruitment, and onboarding strategy by taking control of the end-to-end recruitment process, creating talent pools, managing candidate selection processes, enhancing, and reinforcing Ledger Bennett's brand, and driving a direct-hire approach to ensure fantastic candidate engagement from start to finish. The role will suit someone who is a self-starter and passionate about people, with an ability to find the best talent in the industry!

You will require the following skills to succeed:

- Ideally, a minimum of 3 years of experience in recruitment, rapid scaling, legal HR compliance is highly preferred within a fast-paced environment
- Excellent knowledge of all recruitment advertising methods, including the use of social media, is essential
- Experience in developing and nurturing candidate relationships, advocating and promoting the company and brands
- Excellent planning, organizational and time management skills are essential, with the ability to work under pressure and to tight deadlines and to demonstrate an effective and cost-conscious approach to addressing issues

- Strong skills in negotiating and influencing others
- Ability to operate with confidence and credibility across all levels and functions of the Company
- An interest or knowledge in the B2B digital marketing sector is preferable but not essential; however, the ideal candidate will have the drive and curiosity to quickly learn about how the industry works

Benefits

As our Recruitment Manager, you will be entitled to a competitive salary, plus a range of benefits including:

- Unlimited PTO!
- Medical/Dental/Vision Coverage (100% premiums paid for employee + 50% premiums paid for dependent)
- Life Insurance with 100% Paid Employee Premiums
- 401 (k) with Employer Contribution
- International Travel Benefits (We host an annual holiday party in London!)
- Free and confidential access to our award-winning Employee Assistance Program (EAP)
- An innovative approach to employee development through our People Framework
- Corporate Social Responsibility (CSR) activities (In 2021, we are partnering with Mental Health non-profits to support their goals)
- Create your own WorkStyle: As long as it works for your clients, your manager, and you, we trust you to make the call on where, when, and how you work!
- Employee Referral Bonus
- Wellness perks including 24/7 TeleDoc, Discounted access to hundreds of gyms w/ company-paid joining fees, complimentary counseling services, and more!

Our people are our strength so finding ways to value and reward them is important to us.
Discover more about who we are and our benefits here: [Careers | Ledger Bennett](#)