

## Recruiter Intern

[Apply Now](#)

Company: Saphunt

Location: Pakistan

Category: business-and-financial-operations

## The Offer

A role that offers a breadth of learning opportunities

Opportunity within a company with a solid track record of performance

## The Job

### You will be responsible for :

Providing support to the full spectrum of HR functions including talent acquisition, learning and development and compensation and benefits.

Employee onboarding & offboarding.

Creating and maintaining employee personnel files and ensuring employee information is up to date in the internal system.

Application and renewal of work visas.

Maintaining employee leave and training records.

Administering medical and other insurance as per Company policy.

Preparing monthly HR reports for management.

Other adhoc works such as preparing work certificates etc.

## The Profile

You have at least 1 year experience including solid experience in a similar role within Professional Services and Internet.

Strong knowledge of legal and statutory requirements pertaining to HR practices.

You have working knowledge of hiring

You are a strong team player who can manage multiple stakeholders

You pay strong attention to detail and deliver work that is of a high standard

You are a strong networker & relationship builder

## The Employer

Our client believes a recruitment consultancy isn't about merely sharing CVs, our client believe it is of utmost importance to provide an amiable and productive working environment

[Apply Now](#)

## Cross References and Citations:

1. Recruiter Intern [OnlinecommunitycareerhubJobs Pakistan](#)

[Onlinecommunitycareerhub](#)

2. Recruiter Intern [CleanerjobsnearmeJobs Pakistan Cleanerjobsnearme](#)

3. Recruiter Intern [Amsterdamjobs Jobs Pakistan Amsterdamjobs](#)

4. Recruiter Intern [Nzjobs Jobs Pakistan Nzjobs](#)

5. Recruiter Intern [Professionalnetworkjobs Jobs Pakistan Professionalnetworkjobs](#)

6. Recruiter Intern [OnlinecommunitycareerhubJobs Pakistan](#)

[Onlinecommunitycareerhub](#)

7. Recruiter Intern [Chicagojobsearch Jobs Pakistan Chicagojobsearch](#)

8. Recruiter Intern [Netherlandsjobs Jobs Pakistan Netherlandsjobs](#)

9. Recruiter Intern [Federaljobs Jobs Pakistan Federaljobs](#)

10. Recruiter Intern [Searchcanadajobs Jobs Pakistan Searchcanadajobs](#)

11. Recruiter InternClerkjobs Jobs Pakistan Clerkjobs ↗
12. Recruiter InternTunisiajobs Jobs Pakistan Tunisiajobs ↗
13. Recruiter InternDallasjobsJobs Pakistan Dallasjobs↗
14. Recruiter InternReceptionistjobsJobs Pakistan Receptionistjobs↗
15. Recruiter InternGhanajobsJobs Pakistan Ghanajobs↗
16. Recruiter InternMaxillofacialjobs Jobs Pakistan Maxillofacialjobs ↗
17. Recruiter InternCaregiverjobs Jobs Pakistan Caregiverjobs ↗
18. Recruiter InternProtectiveservicejobsJobs Pakistan Protectiveservicejobs↗
19. Recruiter intern Jobs Pakistan ↗
20. AMP Version of Recruiter intern ↗
21. Recruiter intern Pakistan Jobs ↗
22. Recruiter intern Jobs Pakistan ↗
23. Recruiter intern Job Search ↗
24. Recruiter intern Search ↗
25. Recruiter intern Find Jobs ↗

Source:<https://pk.expertini.com/jobs/job/recruiter-intern-pakistan-snaphunt-14b2321759/>

Generated on: 2024-05-05 by Expertini.Com