

Since 2000, ZAREQ has pioneered innovation in On-Demand Information Systems / Information Technology Workforce Acquisition Solutions and Services for Americas most recognized companies - in effect mastering the prospect sourcing, screening, and acquisition processes so our customers can master their growing technology needs. ZAREQ combines an unsurpassed technical infrastructure, strong business processes, and a new generation of industry leading technical talent consultants to deliver highly talented IT professionals in an every demanding market.

We are seeking a Technical Talent Consultant for our Phoenix, AZ operation. This role is primarily to be a driver of building relationships with top technical prospects. In this capacity, he/she will be responsible for developing new prospect relationships, managing existing job requirements for customer satisfaction and profitability, and expanding current recruiting efforts by growing consultant and direct hire headcount. This position also requires the ability to gain rapport, trust, and synergy with prospects providing needs-based solutions to prospects wants needs and desires.

PRIMARY RESPONSIBILITIES:

- Cold call passive prospects and build rapport and relationships.
- Evaluate prospect resumes for new customer requirements
- Build and execute prospecting plans daily.
- Screen, interview, and close prospects for contract and direct hire positions
- Proactively seek new avenues to attract new prospects, ie linkedin, zoominfo, lead411, etc.
- Interview applicants by ensuring that their skills match job requirements
- Maintain and document prospect and client communications in the data base
- Follow-up on all contract employees to ensure retention and quality.
- Cultivate and maintain relationships with prospects
- Ensure total customer satisfaction by handling all inquiries and resolving customer and contractor issues.

MINIMUM QUALIFICATIONS:

- 2+ years Staffing Industry experience necessary
- Bachelor's degree or 2-5 years in technology / Recruiting
- **Must have Excellent Typing and Writing Skills**
- **Must have professional communication and presentation skills**
- Affinity for sales along with market knowledge
- Highly competitive, outgoing, and tenacious personality
- Recruiting experience within Information Technology sector.
- Effective customer service, interpersonal and communication skills
- Ability to navigate the Internet, specifically for web-based recruiting
- Understanding of IT needs, culture, and strategies
- **Excellent communication skills, both oral and written**
- **Must have excellent typing skills during telephone phone conversations**
- Must be well organized and able to stay on task
- Must have spirited outgoing personality
- **Must have tenacious closing skills**
- Must be self-directed and a team player.
- Must have stable work history.

Please send WORD doc. Resume to careers@zareq.com