

Détail de l'offre : Talent Acquisition Officer

Partenaire	 Sutunam Vietnam
Adresse	17th floor, C'land tower, 156 Xa Dan 2, Nam Dong, Dong Da, Hanoi
Ville	Hanoi Lyon, France
Référence	21D1633093123
Titre	Talent Acquisition Officer
Description du poste	<p>You will join as a part of the Sutunam Admin & Communications team, building a strong company's culture and recruiting talented developers for international high-standard eCommerce projects!</p> <ul style="list-style-type: none"> - Be proactive in seeking, defining, and approaching new talents as IT developers; - Be responsible for improving and promoting Sutunam's brand internally and externally: SutuBlog, events, exhibitions, job fairs, social networks, newsletters; - Develop the company internal culture by periodically organizing small events and activities for collaborators; - Support day-to-day office operation, which may include and is not limited to bookkeeping, vendor payments and relations, employee benefits, payroll, office environment; - Perform any other duties which may be assigned by the management from time to time; - Stay up-to-date on the latest trends in the HR field and IT market. - And most importantly, you are keen on becoming a Chief Happiness Officer in order to make Sutunam a unique and coolest place to work.
Type de contrat	Emploi
Métier	Ressources humaines / Formation
Description de la société	<p>We are Sutunam, one of the most respected web design firms in Lyon, FRANCE. An award-winning team, synonymous with excellence in web design and web application development for almost 10 years.</p> <p>We offer services including web application, e-commerce web development, design for mobile platforms (PWA), and UX/UI creation at high standard! We have launched hundreds of sites that received over 100% increase in conversions and delivered content that generates results.</p> <p>Sutunam has offices in France, in Vietnam but serve clients all over the world from Europe to the United States and Asia. To help our goal to double the size of our worldwide business and expand our Employer Branding in Vietnam, we're looking for a creative, intelligent, and independent Communication Officer to help us to attract the best and the brightest talent out there.</p> <p>It's an exciting opportunity to expand your expertise in communication and digital marketing and to get exposure in a highly creative and forward-thinking environment. If you are looking for a professional and international working environment with Western management style, check out our vacancies at: https://beahero.sutunam.com/</p> <p>WHY JOIN THE SUTUNAM TEAM?</p> <ul style="list-style-type: none"> - Because you want to be part of a multi-winning award digital Agency - Because you want to work with talented colleagues - Because you want to work on the exciting new tech - Because you want to join a global company and grow in a professional & English-speaking environment <p>Or, just because you love us!</p> <p>WHAT WE ARE OFFERING?</p> <ul style="list-style-type: none"> - Western management, friendly, dynamic, open-minded, and sharing; - English-speaking & dynamic working environment with many exciting projects from all

over the world;

- Allowances & Free parking
- Free Business English Class with English native speaking teacher
- 5 days work from Monday to Friday;
- The chance to play hard: monthly events, birthdays, summer trips, Sports events, and more!

Localisation Hanoi

Pays Vietnam

Profil recherché We are seeking a driven, detail-oriented Talent Acquisition Executive who is proficient with HR knowledge and keen on communication with people and has experience in recruiting. Strong passion for work, eagerness to learn new things.

You will be working closely with our amazing Communication team, other admin officers, and management team to attract and recruit the best developers and collaborators for Sututeam.

- Bachelor's in HR, business management, communications, marketing, or a related field, or equivalent experience;
- Excellent communication skills in both English and Vietnamese; French is a plus;
- Strongly well-organized, detail-oriented, sociable, and proactive;
- Highly responsible for confidential matters/reports/data;
- Enthusiastic team player with a sense of initiative;
- Willing to go the extra mile: you will genuinely strive to make Sutunam the coolest workplace on the planet.

Expérience Débutant (-3 ans)

Secteur Ressources Humaines

Langues Anglais
Viétnamien
Français