

Recruitment Officer

Company description:

Ubisoft is one of the leaders in entertainment, with a rich portfolio of well-known brands worldwide. We are committed to enriching players' lives with original & memorable entertainment experiences. Ubisoft Belgrade was established in 2016 and focuses on strengthening Ubisoft's presence, with the main expertise in PC. Here you will get a chance to work together with young, creative and talented individuals who are just as passionate about gaming as you are!

Job description:

We are looking for a Recruitment Officer to join our HR team in Ubisoft Belgrade studio. In this role you will be on the front lines of all our hiring efforts, providing support and proactive helping us find top talent and creating a memorable recruitment experience with a goal to expand our Ubisoft Belgrade team.

This is a unique opportunity to join a high performing HR team in working on some of the most interesting and challenging roles in the gaming industry.

Responsibilities:

- Posting and updating job ads
- Finding new relevant job boards and promotion channels
- Sourcing candidates for hard to fill positions
- Screening applicants for each position
- Scheduling interviews, participating in the selection process
- Supporting the organization of employer branding events
- Representing Ubisoft in external events

Qualifications:

- University Degree in Social Sciences
- Knowledge and experience in Microsoft Office (Excel, Word and Power Point)
- Advanced English level
- Good communication skills (written and verbal)
- Initiative, proactivity, organizational skills, innovative

We build worlds that are a playground for the imagination, offering moments of surprise, fun and adventure as well as opportunities for learning and self-discovery.

Join us and become a key part in the gaming world!