

# WORK VAPOR

Job Link: <https://workvapor.in/jobs/hr-executive-it-recruitment-naukri-shine-client-handling-best-it-quest-pvt-ltd-wfh/>

## HIRING ORGANIZATION

Best IT Quest Pvt. Ltd.

## EMPLOYMENT TYPE

Full-time, Part-time

## JOB LOCATION

Delhi, INDIA

## DATE POSTED

? February 15, 2026

## HR EXECUTIVE IT RECRUITMENT – WFH, NAUKRI, SHINE, CLIENT HANDLING

### DESCRIPTION

**Company:** Best IT Quest Pvt. Ltd.

**Position:** IT Recruitment Executive

**Industry:** Recruitment / Staffing

**Location:** Remote (Work from Home – Hiring Office Delhi / NCR)

**Employment Type:** Full-time, Permanent

**Openings:** 4

**HR Contact:** +91 9810701353 / +91 9990005837

#### Key Responsibilities:

- Handle end-to-end IT recruitment cycle
- Understand client requirements
- Source and shortlist resumes from job portals
- Coordinate interview schedules with clients and candidates
- Post jobs on portals like Naukri, Shine, etc.

#### Skills & Eligibility:

- 6 months – 2 years experience in IT recruitment
- Familiar with Naukri.com, Shine and other portals
- Basic understanding of recruitment process
- Good communication and coordination skills

**Department:** Human Resources

**Role Category:** Recruitment & Talent Acquisition

#### How to Apply

Send your resume or contact on WhatsApp at +91 9810701353 or +91 9990005837