

WORK VAPOR

Job Link: <https://workvapor.in/jobs/hr-recruiter-hybrid/>

HIRING ORGANIZATION

KVC CONSULTANTS LTD.

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

Jabalpur, India

? Remote work from: India

DATE POSTED

? April 19, 2026

VALID THROUGH

2027-02-19

HR RECRUITER (HYBRID)

BASE SALARY

INR 10000 - INR 15000

DESCRIPTION

HR Recruiter – Candidate Hiring Tasks

KVC CONSULTANTS LTD.

Jabalpur | Hybrid Work Mode | Full Time | 1–6 Years Experience | Salary ?1.25 – ?1.75 LPA + Incentives

Contact: Honey – 8871997083

About This Role

This role is for **HR Recruiter**. Work includes finding candidates and handling full recruitment process. Office work is required, so candidate should be comfortable with **work from office**.

This role is good for freshers who want to start career in HR and also for experienced candidates.

Main Responsibilities

- Create and update **job descriptions**
- Search candidates from **job portals and social media**
- Screen resumes and shortlist candidates
- Take interviews on **call or face to face**
- Post jobs on different platforms
- Handle **mass hiring work**

Skills Required

- Graduate or **2nd year student** can apply
- Basic **communication skills**
- Knowledge of **Excel and Word**
- Interest in **recruitment field**
- Ready to work from **10 AM to 7 PM**

Work Details

- 5.5 working days
- 8 hours shift
- Office location: **Manmohan Nagar, Jabalpur**

Salary and Benefits

Freshers salary around **₹1.2 LPA**. Experienced candidates can get up to **₹2 LPA**. Extra incentives **₹3,000 – ₹7,000** based on performance.

Apply Now

Interested candidates can call or WhatsApp to schedule interview.

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