WORK VAPOR

Job Link: https://workvapor.in/jobs/it-recruiter-remote/

IT RECRUITER – REMOTE

BASE SALARY

INR 10000 - INR 20000

DESCRIPTION

Job Role: IT Recruiter

Company: Xpressedu
Job Type: Full-Time
Work Mode: Remote / Work From Home
Location: Remote
Salary: Up to ?15,000/month
Listed Salary Range: ?10,193 – ?20,000/month
Experience: Prior IT Recruitment Experience Preferred
Working Days: 5.5 Days/Week
Working Hours: 10:00 AM – 7:00 PM
Joining: Immediate Joiners Preferred
Laptop & Wi-Fi: Mandatory
Work Schedule: Fixed Hours, No Flexibility

HR Contact: Xpressedu
WhatsApp: +91 9319471879
Application: Send your CV on WhatsApp

Xpressedu is hiring an **IT Recruiter** for a target-based remote recruitment position. The role involves end-to-end IT hiring, candidate sourcing, screening, interview coordination, follow-ups, and recruitment target management.

The position is suitable for candidates who can work independently and are comfortable with fixed working hours. A personal laptop, stable Wi-Fi, and a target-focused approach are required.

Key Responsibilities

- Handle the complete **end-to-end IT recruitment process**.

HIRING ORGANIZATION

Xpressedu

EMPLOYMENT TYPE

Full-time

DATE POSTED

? September 28, 2026

JOB LOCATION

? Remote work from: India

- Source candidates through job portals, LinkedIn, referrals, and other channels.
- Screen candidates based on:
    - Skills
    - Experience
    - Communication
    - CTC
    - Notice period
    - Job requirements
- Conduct initial HR screening.
- Coordinate candidate interviews.
- Follow up regularly with candidates.
- Work with the recruitment team to achieve hiring targets.
- Submit quality candidate profiles on time.
- Support recruitment closures.
- Maintain candidate databases and recruitment trackers.

Requirements

- Prior **IT recruitment experience** is preferred.
- Strong candidate sourcing skills.
- Good screening and evaluation skills.
- Excellent communication and interpersonal skills.
- Target-oriented approach.
- Comfortable with performance-based recruitment.
- Ability to work independently in a remote setup.
- **Personal laptop and stable Wi-Fi are mandatory.**
- Must be available for **5.5 working days per week**.
- Comfortable with fixed working hours.
- Flexible working hours are not available.

Key Skills

- IT Recruitment
- Talent Sourcing
- Candidate Screening
- LinkedIn Recruitment
- Job Portal Sourcing
- HR Screening
- Interview Coordination
- Candidate Follow-Up
- Recruitment Target Management
- Database Management

Important Joining Note

- Immediate joiners are preferred.

How to Apply

Send your **updated CV on WhatsApp**:

WhatsApp: +91 9319471879