

WORK VAPOR

Job Link: <https://workvapor.in/jobs/it-recruitment-executive-work-from-home/>

HIRING ORGANIZATION

Confidential

EMPLOYMENT TYPE

Full-time

JOB LOCATION

India

? Remote work from: India

DATE POSTED

? March 22, 2026

IT RECRUITMENT EXECUTIVE – WORK FROM HOME

DESCRIPTION

Job Title: IT Recruitment Executive

Hire candidates and manage the full recruitment process for IT roles.

Organization: Confidential

Location: Remote (Hiring office in Delhi / NCR)

Job Type: Full-time, Permanent

Experience: 0 – 2 Years

Salary: Not Disclosed

Work Mode: Work from Home

Contact Numbers: +91 9810701353, +91 9990005837

Job Overview

We are hiring IT Recruitment Executives to handle end-to-end recruitment for IT roles. This is a great opportunity for freshers and early professionals looking to grow in HR and talent acquisition.

Key Responsibilities & Role Details

- Handle hiring process from sourcing to final selection of candidates
- Understand client requirements clearly
- Source and shortlist resumes from job portals
- Share suitable profiles with clients
- Coordinate interview schedules
- Post jobs on portals like Naukri and Shine

Eligibility & Skills Required

- 0 to 2 years of experience in recruitment
- Basic understanding of IT recruitment process
- Familiarity with job portals like Naukri.com, Shine, etc.
- Good communication and coordination skills
- Any graduate can apply

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Perks & Benefits

- Work from home opportunity
- Career growth in HR and recruitment
- Hands-on experience in IT hiring

How to Apply

You can contact directly via call for more details or application.

Contact Details:

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