WORK VAPOR

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

NON IT RECRUITER (WFH)

HIRING ORGANIZATION

Shivoham Infosolutions LLP

EMPLOYMENT TYPE

Full-time

BASE SALARY

INR 250000 - INR 300000

JOB LOCATION

? Remote work from: India

DESCRIPTION

Job Role: Non-IT Recruiter

Company: Shivoham Infosolutions LLP
Location: Pune, Maharashtra
Work Mode: 100% Work From Home
Experience: 1–5 Years
Salary: Up to ?2.5 LPA
Openings: 5
Job Type: Full-Time, Permanent
Education: Graduate
Interview Dates: 12th–20th November 2026
Interview Timing: 2:30 PM – 8:00 PM

HR Contact Details

Contact Person: Gunwant Sir
Phone: 9833406967
WhatsApp: 9004657100
Email: admin@shivohaminfosolutions.com

Job Overview

Shivoham Infosolutions LLP is hiring Non-IT Recruiters for a work-from-home opportunity. Candidates should have 1–5 years of end-to-end recruitment experience and the ability to manage hiring activities from sourcing to position closure.

Key Responsibilities

- Source and identify suitable candidates.
- Screen resumes and shortlist applicants.

- Coordinate interviews with candidates and clients.
- Follow up with candidates and clients.
- Close positions within deadlines.

Eligibility Criteria

- Graduate candidates.
- 1–5 years of recruitment experience.
- Experience in end-to-end recruitment.
- Good sourcing, screening and communication skills.
- Knowledge of interview coordination and candidate follow-ups.

Salary

- Maximum CTC: ?2.5 LPA.

Interview Details

- **Dates:** 12th November to 20th November 2026
- **Time:** 2:30 PM to 8:00 PM
- **Mode:** Virtual Interview / Telephonic

Interested candidates can contact Gunwant Sir at 9833406967.