

Vacancies

(MK463)

**Recruitment Delivery Manager - Non Billing - City of London - £35,000-40,000 + override
OTE c£80,000**

Managing a team of 5 Candidate Relationship Managers / Delivery Consultants within the Construction and Property recruitment sector.

Job Summary / Purpose:

You're passionate about management? My client seek to appoint an individual to successfully manage their candidate delivery function

Everything that you do should be in pursuit of helping staff improve their performances, retain and develop staff, recruit when necessary the best candidates available

You'll champion staff fulfilment, and by achieving these objectives you will successfully meet or exceed financial targets set.

As a Recruitment Delivery Manager you will spearhead the delivery of candidates against vacancies generated by the Business Development function across all sectors. Having full accountability for delivery, you will provide direction and support to your team of consultants, to create an environment that ensures success for both them and the business.

You're a 'Peoples' Manager with a strong recruitment background which will reflect in your resilience and determination when developing your branch and your customer focused attitude will show through your patience and tenacity.

Responsibilities and duties:

- To meet fill and financial objectives set by the company
- Management of a team of recruitment consultants and support staff
- Work alongside group sales directors to ensure successful client delivery
- Drive and manage recruitment campaigns for clients
- You'll be fully accountable for service delivery, driving successful candidate delivery, pursuing 100% fill rate ratios against vacancies generated
- Encourage and attend regular client visits/contact to retain and develop business with existing clients

- Performance management and review of branch staff, including day to day management of the team
- Providing reports/information for Sales Director as required
- To assess the branch performance against financial and activity targets on a weekly and monthly basis
- Set staff their financial budgets
- Define a recruitment and retention strategy for the branch
- Manage the daily operation within the branch to ensure a cost effective and efficient service delivery
- Promoting equal opportunities in recruitment, placement and training and development
- Responsible for first line disciplinary and grievance of branch staff or members
- Be involved with negotiating fees and rates in line with company policy and comply with approvals and discounts allowed and Issue Terms of Business
- Negotiating charge rates and Terms with clients
- Ensuring Compliance with Administration procedures
- Providing regular reports to senior management as requested

Key factors to success:

Committed to delivering the service to the highest standard

Proven management skills

Effective time management and organisational skills

Articulate with the ability to put across ideas succinctly and clearly

Ability to work on own initiative - self-starter, able to prioritise tasks and manage time effectively

Confident in selling concepts, ideas and the business at the highest level

Good team leader/player, able to motivate others.

Excellent organisational/administration skills.

Ability to manage change

If you are an experienced recruiter from any professional recruitment sector and are ready for your next career move and are looking to step up into a management role, then please call me now. You will be rewarded with a high basic salary, competitive commission structure, market leading benefits and be part of a fantastic business where your career will really take off.