

Sourcing Specialist - Contract Dayton, Ohio

The Staffing Team at Trimble Navigation is looking for a highly-motivated, organized professional to work in a fast-paced, dynamic recruiting department.

Trimble is the leading provider of advanced positioning solutions that maximize productivity and enhance profitability for our customers. We are an exciting, entrepreneurial company, with a history of exceptional growth coupled with a disciplined and strategic focus on being the best.

This assignment is temporary and the selected candidate will be employed through a temporary agency. Timeline for the temp role is 1-2 months (possibly more).

As a vital member of the Talent Acquisition Team, you will:

- Source candidates--- this is the #1 priority of the job
- Direct responsibility for researching & sourcing candidates through networking, employee referrals, job postings, university relations, internet and other social networking methods
- Screen and evaluate incoming resumes
- Work with recruiters to recruit top talent or immediate needs and help build a pipeline for future growth
- Track candidates in our Applicant Tracking System

This position is an on-site position at our Dayton, Ohio office. Virtual/telecommuting is not an option for this role.

Requirements:

- BA/BS degree preferred
- Internet savvy with internet research capabilities
- Strong research and candidate generation skills
- Organizational skills with attention to detail
- Ability to prioritize and work well in fast-paced, rapidly growing environment.
- Experience in working with an ATS System, preferably Taleo.
- Excellent verbal and written communication skills
- Love to engage and grasp new & changing technologies
- High energy and multi-tasking abilities