

MAKE A CAREER IN **RECRUITMENT**

Be a
**CERTIFIED
RECRUITMENT
PROFESSIONAL**



EduJobs

SKILLING INDIA



What's in a GOOD Recruit?

"Recruiting" simply means enlisting new members to join a group. This could apply to sports teams, the military, and certainly to your company.

In business, a recruiter is someone who helps people find jobs, and jobs find people. If you're a recruiter, you could work for an organization to fill vacancies in your org chart from within the company or for any . You could also work for a third-party staffing agency that helps place workers into open positions, both temporary and permanent. Sometimes, third-party recruiters are referred to as headhunters. Although this term is a bit passé, it hints at the essence of the role from all perspectives: to cast a wide net hunting for qualified candidates, and then to pursue and capture the best ones.

At a big-picture level, as a recruitment professional, your role is to implement hiring strategies, including policies that encourage employee diversity and inclusion, and the practice of optimizing and promoting your employer brand.

A **CAREER** to aspire for

1 CHANGE PEOPLE'S LIVES

As a Recruitment Consultant, you have the opportunity to make a real impact on people's lives. Job satisfaction will be high as you will become a key part in guiding candidates through the interview process and offering important advice to help them to secure their dream role.

2 WORK WITH GREAT, TALENTED PROFESSIONALS

Enjoy working professionals that care about their careers and where they want to go, and that speak passionately about what they do. Working with such driven professionals will add value to your work too.

3 WORK WITH GREAT ORGANISATIONS AND COOL BRANDS

Work with some great companies as your clients. Work with award-winning companies, companies that use all the latest and coolest technologies.

4 LEARN ABOUT A SPECIFIC MARKET, BECOME AN EXPERT

Create your own niche and be a master of industry hiring. You will have the flexibility to choose an industry of your liking to work for. If you want to change the industry.

5 "WHAT'S IN IT FOR ME?"

Hard work doesn't go unrecognised in recruitment. Besides the monetary rewards, there are incentives in place on a weekly, monthly and quarterly basis to continually motivate you.

6 REAP THE FINANCIAL REWARDS

Recruitment agencies look for people that are money motivated. Recruitment is very process-driven and if you follow the right processes then you will begin to make frequent placements and see the commission come in.

7 FAST-TRACK YOUR CAREER PROGRESSION

Ambitious people want to progress and excel their careers, which is often what propels people into a career in recruitment as it will give you the opportunity to fast-track your career and take it in the direction that you want.

8 FEEL EMPOWERED!

Working as a Recruitment Consultant is like owning your own business. You have the chance to impact clients' business by giving them your insights and see impact in real time.

RECRUITMIND

What it takes to be recruiter



Do you have the TALENT to find TALENTS? It is the primary question one must ask himself or herself before even thinking of becoming a recruiter.

Here are a handful of the top qualities that make a great recruiter. Do you tick the boxes?

1 Confidence

There's a reason that the industry tends to attract extroverts. Working as a recruiter involves a lot of networking and interacting with a large number of people, so confidence is definitely beneficial.

2 Good communication skills

Recruitment relies heavily on effective communication, so it's important for the recruiter to be good at communicating both face to face, as well as via phone/email.

3 Approachable demeanor

It's essential for future business that recruiters are able to build positive professional relationships with their clients and candidates and are likable.

4 Good listener

Recruiters have got a bit of reputation for being able to talk the ears off of you, but they must also be a good listener! It's important to sit back and listen to the client or candidates needs and requirements first.

5 Strong sales skills

Recruitment is basically sales. First, the recruiter sells their service to the client and then they must sell the job to the candidate, explaining why it would be such a great opportunity for them to take.

6 Target driven

Recruitment is an incredibly competitive industry, so it's crucial that the recruiter is driven and can work well under pressure. Recruiters often work on a commission or bonus basis, according to their performance.

7 Good at multi-tasking

Recruiters will often be working on a number of jobs at the same time, from a series of different clients, so they need to be able to juggle the different projects alongside each other.

8 Patience

Things don't often go to plan and the recruiter must be patient if interviews need to be rescheduled, or they don't find the right person in the first round. It's important to keep your cool and be professional about it.



THE HOLY GRAIL OF RECRUITMENT

Welcome to a world of possibilities with CRP - Take your career to the next level with an integrated Recruitment course!

The **Certified Recruitment Professional (CRP)** is a specialization course in recruitment with an integrated internship program, an essential qualification for anyone who works, or wants to work, in the fast growing Manpower Solutions industry. It provides the theoretical & practical guidance & background knowledge needed to work in the industry more effectively, competently and with increased confidence.

CRP
over
the years



10,500+

Students have taken
this course



90%

Students placed
successfully



73%

Students placed in
MNCs



27%

Students have reached
the managerial roles



Industry Certified
Trainer



NSDC Approved
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Govt of India (NSDC)
Certification



100% Job
Guarantee



On-Job Training



Earn While
You Learn

SALIENT FEATURES



EDUJOBS *Edge*

EduJobs ensures a world class learning infrastructure for all its candidates. Sophisticated academic materials and tools are used to make the audio-visual course more effective



iChange is our special personality development program where we train students on what is personality, how to evaluate your own personality traits and finally how to work on them and bring the change in yourself for a corporate-ready personality.

Soft Skill is a part of our regular curriculum. With Huge Focus on Soft skills for them not only to clear placement interviews but to succeed in life. Our Courses enables complete professional grooming of our students.



Anybody securing less than 75% marks in any module is given **Special Classes** till the time he/she gets complete hold over the subject.

WHAT YOU WILL LEARN?

Module 1

Knowing Each Other

Module 2

Insight on Recruitment industry

Module 3

HR & Recruitment

Module 4

Induction & On-boarding

Module 5

Understanding Recruitment

Module 6

Roles of Recruiter

Module 7

Training & Development

Module 8

Selling Skills

Module 9

Selection & Filtration --
Interviewing & Probing

Module 10

Headhunting & Referencing

Module 11

Understanding Job Description

Module 12

Pre-Screen Resumes

Module 13

Portal Naukri

Module 14

Portal Monster

Module 15

Portal Times

Module 16

LinkedIn

Module 17

HR compliance

Module 18

Leaves & Attendance

Module 19

Performance Management
System

Module 20

Talent Now

GET **PLACED** WITH THE **BEST**

EduJobs Academy has tie-ups with eminent firms in the recruitment space and also standalone companies. Being a sister concern of **2COMS Consulting**, a leading Recruitment consulting firm, EduJobs boasts of enviable industry connect.



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