**Recruitment Specialist**Liberty Staffing Services Inc.  
Cambridge, ON

Do you find it rewarding helping people? Are you passionate about matching job seekers with meaningful employment? If this describes you, then an internal Recruitment Specialist role at Liberty Staffing would be perfect for you!

Liberty Staffing Services is an award-winning, independent staffing agency with multiple branch locations across Ontario. We help job seekers find work, and provide local businesses with exceptional flexible staffing solutions.

**Perks of Working With Us:**

- Monday to Friday, 8am to 5pm schedule (no weekends)  
- Competitive salary with bonus incentives  
- Health and dental benefits  
- Supportive and positive coworkers  
- Gaining a sense of accomplishment when you help a job seeker find employment, and help a client fill their open position with a qualified candidate  
- Great potential for career growth within the company

**Duties:**

- Source applicants  
- Screen, interview, and assess each candidate that registers with Liberty Staffing Services to match their skills with our clients’ requirements  
- Create and build strong relationships with clients and assignment employees  
- Fulfill client orders with committed workers that are best-qualified for the particular positions  
- Monitor and manage orders, while offering a high level of service and exceeding client expectations  
- Collect and verify payroll timesheets

**Qualifications:**

- 2-3 years of relevant experience  
- Experience in customer service  
- Ability to multitask and problem solve  
- Exhibit patience and work well in a team-oriented environment  
- Have a good sense of time-management and be flexible with assigned duties

**Apply Today!**

Please email your updated resume to Lorna at: [lornaf@libertystaffing.ca](mailto:lornaf@libertystaffing.ca)

Thank you to all who apply, however only selected candidates will be contacted.

*Liberty Staffing Services welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. To request an accommodation, please contact Liberty Staffing Services.*