



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/28

Corporate Recruiter

Job ID	32-CC-89-77-C6-77	
Web Address	https://careers.indigenous.link/viewjob?jobname=32-CC-89-77-C6-77	
Company	Prophix Software	
Location	Mississauga, Ontario	
Date Posted	From: 2022-03-11	To: 2022-09-07
Job	Type: Full-time	Category: Human Resources
Languages	English	

Description

At Prophix we transform the lives of financial professionals through cutting edge Cloud and Artificial Intelligence (AI) technology. Prophix is a global software organization with 1,600+ customers around the world, and approximately 470 Phixers (our amazing employees!).

Prophix offers the opportunity of working at one of Canada's Top Employers to you, as well as the diverse high-quality talent you will recruit. With a unique corporate culture to make a difference in the world and a soaring employee satisfaction rate of 90%+ (Yes, you read that correctly 90%+!), our HR team concentrates on providing an outstanding employee experience. You and our Recruiters will be key to our continued organic growth plans of doubling our Phixers in 3 years at our Mississauga (Head Office) and globally.

As our Corporate Recruiter you will act as a strategic partner, working closely with all hiring managers, while helping to further develop an in-house recruitment program to facilitate growth opportunities of the company. You will manage the full-cycle recruitment process to hire a variety of professionals across all teams including Sales, Customer Success, Implementation, Software Development, etc. Ultimately, you will help us continue to build a strong employer brand and EVP strategy that is effective and aligned with organizational branding and goals while ensuring we provide a positive candidate experience.

Head Office employees are currently working remotely from home. When we implement our return to office plan in the future, Prophix will offer employees a choice of work arrangement:Â work from our office, remote, or hybrid. We have invested in best-in-class tools, technology, and culture to ensure our team members are able to do their best work.Â

What You Will Do at Prophix

Collaborate with hiring managers to design job descriptions / job postings, and interview scoring guidelines that reflect each position's requirements.

Utilize UKG Pro HRIS (formerly UltiPro) Recruiting module to manage recruiting processes such as searching resumes, facilitating interviews, managing candidate pipeline, posting positions externally.

Promote job postings on social media and online channels to assist with candidate sourcing.

Promote and coordinate internal job postings and candidate referral program.

Source and attract potential candidates through a variety of creative sourcing channels.

Conducting interviews for identified candidates for all roles.

Act as a liaison between the candidates and the company throughout the recruiting process, to answer their questions regarding the hiring process, provide interview feedback, and follow up.

Extend and negotiate compensation packages, manage subsequent offer, or contract generation.

Set up work/education references, criminal background checks with vendor.

Organize internal job fairs to promote internal career development. Participate in external job fairs to boost Prophix's reputation.

Facilitate skills assessments (e.g., job simulation activities, work samples, psychometric) as needed.

Provide training to Prophix employees, when applicable, on best practices for: interviewing, recruiting, and selecting candidates.

What You Will Bring to Prophix

Required Qualifications:

4 - 8 years successful work experience as a Recruiter for all levels of professional positions in non-unionized corporate environment.

Solid understanding of full lifecycle recruiting with candidate relationship management skills.

Post-Secondary degree in human resources or relevant field.

Experience using Applicant Tracking Systems or HRIS (UKG Pro experience is a plus).

Knowledge of Ontario Employment Standards Act (ESA) and Ontario Human Rights Code.

Highly organized with the ability to multitask, prioritize and meet conflicting deadlines.

Superior relationship management skills with experience creating an amazing candidate experience at all stages in the recruitment process.

Excellent written and verbal communication and interpersonal skills.

Preferred Qualifications:

Being technically savvy.

Experience using various interview formats (e.g., phone, structured, behavioral-based questions, panel).

Notes

Successful candidates will be required to undergo a work and education background verification with an external vendor.

This position is located at Prophix's head office in Mississauga, Ontario, Canada. Interviews will be held remotely.

At the time of application, must be legally entitled to work in the country where the role is located.

We thank all those who apply, however, please be advised that only those candidates selected to move forward will be contacted.

Diversity & Accessibility

We recognize that candidates offer a wealth of experience and talent beyond the requirements of a job. If your work experience and knowledge is close to what is described in a job posting, please consider applying. Diversity of experience and skills combined with passion are key to innovation and excellence. We value the contributions that each person brings, and we encourage people from all backgrounds to apply to our positions.

Prophix promotes a diverse, inclusive, and accessible workplace. By embracing diversity, we build a more effective organization that empowers our employees to be the best that they can be. We are committed to creating a working environment that is barrier-free and we are prepared to provide accommodation for people with disabilities. In accordance with the Ontario Human Rights Code, Prophix will provide accommodation throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Human Resources of the nature of any accommodation(s) that you may require for any materials or processes used to ensure your equal participation.

How to Apply

Click "Apply Now"

We ask that all candidates submit a formal application through our Careers Page