



Clinical Recruiter (Mid-West Region)

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- Melville Corporate
- Full time
- Posted 5 Days Ago
- JR8383

Melville, NY - USA

Position Requirements

We currently have an immediate opening for a Clinical Recruiter to join our Human Resources Talent Acquisition team to support our Mid-West region.

Essential Duties and Responsibilities

- Identify clinical candidates for client sites (W2, Per Diem, 1099)
- Prospect CRNA and Physician candidates utilizing tools, such as cold calling, database sources, social media, text recruit job boards and other sources.
- Prioritize sourcing efforts based on the direction of the Talent Acquisition Manager.
- Conduct screens of candidates and professionally present candidates to Talent Acquisition Manager which includes a summary, and CV.
- Inform and send candidates information regarding site location, benefits, and compensation.
- Match candidates to any vacancies across NAPA.
- Review of qualifications and suitable match for position(s).
- Act as an SME in the Workday system to help provide technical troubleshooting support for users (TAMs and Candidates)
- Support and Update Regional Trackers
- Support the New Site Implementation process to include tracking of Providers and any regional tracking needed.
- Provide Talent Acquisition Manager weekly sourcing activity report to include metrics, sourcing plans, priorities, and initiatives.
- Enter all newly sourced candidate demographics, CV history and education information into Workday and update workflow.
- Travel and support Regional and National Recruiting Events

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Candidate should be adept and experienced with professional phone and email communication and respond timely to any inquiries.
- Goal oriented and able to meet monthly metrics.
- History of achieving results.
- Able to travel

Education/Experience

- BS/BA preferred or equivalent work experience.
- Recruitment experience preferred.
- A minimum of 1 years of recruitment experience required.
- Experience with high-volume recruiting and online sourcing niche sites including job boards, job posting and social-media systems.
- Experience with sourcing, tracking, and managing candidates within a robust ATS and/or CRM.
- Candidate must possess versatile computer skills, including proficiency in Microsoft Office, ATS and/or CRM.
- Candidate must have the ability to work in a rapidly changing healthcare environment.

Total Rewards

- Salary: \$70,000- \$80,000 per year plus bonus
- Generous benefits package, including:
- Paid Time Off
- Health, life, vision, dental, disability, and AD&D insurance
- Flexible Spending Accounts/Health Savings Accounts
- 401(k)
- Leadership and professional development opportunities

This is a virtual position. However, the ideal candidate will be located in the Mid-West region (IL, MS, TN,) or located within a two hour driving distance to our Melville, NY Corporate Office.

EEO Statement

North American Partners in Anesthesia is an equal opportunity employer.

About Us

**North American
Partners in
Anesthesia®**

North American Partners in Anesthesia (NAPA) has evolved through more than 30 years to become a leader in anesthesia and perioperative services. Single specialty and clinician led, we remain committed to our mission of delivering exceptional patient experiences, every day. At NAPA, we cultivate leaders, promote work-life balance, and celebrate diversity. We know your success promotes our success, and we give you the tools and programs to achieve your goals. With flexibility, a collegial and collaborative environment, a wide range of market-leading benefits, and career opportunities from coast-to-coast. your future is waiting at NAPA.

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