

Corporate Recruiter - Bachelor's degree req'd
Ridge, LI, NY

Better Paying Jobs, Healthcare Benefits, Paid Lunch & a Sense of Belonging.

New York Cancer & Blood Specialists is one of the Nation's leading community cancer centers providing the highest quality care to patients. Our vision is a world free of cancer and blood disorders by contributing to the search for cures & offering cutting-edge clinical trials and personalized, state-of-the-art treatments. We started out in 1977 with a medical practice in Port Jefferson and have grown exponentially over the years to over 100 locations throughout the New Jersey and New York Metro area, including many locations on Long Island. In addition, our oncology/hematology practice has expanded to offer imaging services & primary care.

With a staff of over 1,500 and growing, NYCBS is the perfect environment to grow your career, offering top benefits and stability. We currently seek a full time Corporate Recruiter.

In this exceptional role, you will:

- Work closely with hiring managers to define recruitment needs and plan the hiring/recruiting process.
- Set and attain hiring goals (i.e. quarterly and annual).
- Track recruitment KPIs, time to hire, source of hire and time to fill.
- Manage all communication with candidates from application until onboarding
- Source candidates on job boards, resume databases, professional networks and through referrals.
- Interview candidates at various stages of the hiring process (phone screening calls, video interviews and in-person meetings).
- Use skill assessment tools and tests to screen candidates.
- Oversee internal/external communication, ensuring NYCBS maintains a positive reputation as an employer (Glassdoor, indeed, LinkedIn and social media).
- Organize hiring events and participate in job fairs to engage with candidates.

We require:

- **Bachelor's Degree**
- **Minimum 1 year working experience an In-house Recruiter.**
- **Familiarity with full cycle recruitment.**
- **Hands-on experience with recruitment software and Applicant Tracking Systems**
- Strong interviewing skills and familiarity with various interview techniques (i.e., video or panel interviews).

- Experience with social media recruiting.
- An understanding of HR practices and labor legislation.
- Exceptional written/verbal communication skills.

Competitive salary and benefits including **Tuition reimbursement** \$3,000 per year undergrads and \$5,000 a year for grads. 100% Tuition Reimbursement for Nursing, NP's and Physicians Assistants. Salary up to \$110,000/year based on education and experience.

For immediate consideration, please email a resume to our Corporate HQ:

Robert Nicoletti - Chief Human Resources Officer

New York Cancer & Blood Specialists

Building #4

1500 Route 112 - Human Resources Department

Port Jefferson Station, NY 11776

Fax - [\(631\) 675 5066](tel:6316755066)

Email: [**RNicoletti@nycancer.com**](mailto:RNicoletti@nycancer.com)

Visit our website at: nycancer.com and follow us on Facebook.

NYCBS is an Equal Opportunity Employer