

Group Recruiter and Recruitment assistant

Position Description:

SANY Group is seeking one mandarin speaking group recruiter and one recruitment assistant in Peachtree city, GA, who will work to develop, implement and conduct full lifecycle recruitment activities that actively support the continued growth and success of SANY Group.

Group Recruiter:

Responsibilities include:

1. Engage in creative and cost effective sourcing strategies that help to identify and attract candidates.
2. Leverage sourcing tools and technologies.
3. Actively manage candidate experience to ensure highest-quality experience through all recruitment stages.

Position Requirements:

1. Bachelor's degree in HR, business or related field with five or more years of experience with industry recruiting experience, especially in Heavy duty Truck, mining truck, lead manufacturing, welding process, assembly, chassis, pump design industry.
2. Some travel is required.
3. Chinese speaking is a must.

Recruitment assistant

Responsibilities include:

Assist with all aspects of busy group recruitment department, including: prescreening resumes, job board postings, conducting phone interviews arranging, setting up and staffing recruiting events and coordinating interview process as well as recruiting activities.

Position Requirements:

1. Bachelor's degree in HR, business or related field with one or two years of related HR or administrated experience.
2. Some travel is required.
3. Chinese speaking is a must.

We offer a competitive salary plus Bonus, and top-notch benefits including Medical, Dental, Prescription, Life Insurance, Long-term Disability, and 401(k). If you are interested in this opportunity, please forward your resume, **including your salary requirements** to Kelly Rao by email krao@sanyamerica.com.