



POSITION TITLE: Executive Recruiting Associate
REPORTING TO: Director of Recruiting
LOCATION: Irvine, CA
WEBSITE: www.mbsearch.net

THE OPPORTUNITY:

Partner directly with Search Consultants to execute the entire recruitment process, which includes select initial Client meetings, direct candidate sourcing, and candidate phone interviews.

VALUE PROPOSITION:

Successful Recruiters will enjoy and experience:

- Being part of a fun, energetic team that has a sense of camaraderie
- Continuous exposure to a wide variety of industries
- Building relationships with key leaders and team members at Fortune 500, start-ups, and mid sized companies to help find Executive talent that will influence the growth and development of the organization
- Directly interacting with Senior Executives over the phone and in person, as well as establish relationships that will ultimately lead to building a professional network
- As a no-ruse firm we are proud to present opportunities with integrity and honesty

QUALIFICATIONS:

The ideal candidates will possess the following skills:

- Executive presence
- Ability to speak clearly and professionally with Senior Executives, both over the phone and in person
- Comfortable in a phone-intensive environment
- Exceptional project management and time management skills
- Valuable sales and negotiation skills
- Excellent Internet research skills
- Bachelors degree required

THE COMPANY:

McDermott & Bull is a premier retained executive search firm on the path to becoming a national search firm with offices in major metropolitan areas across the nation. We're positive and passionate about what we do, and we encourage an entrepreneurial spirit throughout the organization. The company likes to promote from within, so opportunities for advancement are often available as the company grows.