

Recruitment Consultant – Germany

Practice group/Global Operations team: Global Operations

Full time/Part time: Full-Time

Location: Munich

About Eversheds Sutherland:

Eversheds Sutherland is not your average law firm and we're not looking for average people. We do things differently - in the way we treat our people and the service we provide. That's how we've become one of the largest law firms in the world and a great place to work and develop your career.

Reporting to the UK based Senior Recruitment Manager, this role will be based in Munich taking a lead role in recruiting lawyers and teams across our Germany offices. Working alongside one other Recruitment Consultant, undertaking recruiting for our business support staff, this hire is an exciting expansion of the team.

Working as part of the recruitment team, in cooperation with HR, this role will focus on delivering exceptional recruitment solutions to the business, developing and enhancing the firm's EVP and delivering global recruitment initiatives to position Eversheds Sutherland as a leading employer.

Key responsibilities:

The job holder will be responsible for:

- Managing the recruitment process lifecycle for legal roles across Germany.
- Working with the Partners and HR to produce engaging and comprehensive job descriptions for each role
- Driving direct sourcing using the most appropriate candidate attraction and sourcing methods including LinkedIn Recruiter, guiding hiring managers through appropriate candidate sourcing channels, enabling the firm to target passive candidates
- Reviewing and responding to speculative CVs and applications as appropriate
- Tracking all candidate applications and progress via the firm's Applicant Tracking System and ensuring stakeholders are kept up to date throughout
- Ensuring selection processes are robust and properly executed
- Monitoring management information from the applicant tracking system regarding quality, speed and time-to-hire
- Building and maintaining local market knowledge and publically-available information regarding competitor activity
- Ensuring quality and compliance requirements are adhered to
- Supporting project work related to resourcing
- Managing multiple recruitment channels to market including but not limited to fostering relationships with key recruitment suppliers, market mapping providers, LinkedIn, referral programme and job boards, including contractual provisions and negotiation of the same
- Liaising directly with recruitment agencies to arrange technical tests, interviews and where appropriate, providing considered feedback regarding candidates at all stages of the process
- Where applicable, liaising directly with candidates, before and after an offer has been made to give a positive first impression of the firm
- Partnering with the in-house Diversity and Inclusion team regarding sourcing and selection methods
- Documenting processes and driving efficiencies and suggesting improvements where possible

- Updating and implementing new recruitment policies and procedures as appropriate and communicating to the wider business
- Improving both hiring manager and candidate experience through the recruitment lifecycle

Skills and experience:

- Significant experience of managing the entire recruitment lifecycle, likely gained through a combination of agency and in-house experience, ideally gained with leading firms in the legal or professional services sector
- A keen intellect
- Robust negotiation skills, results-orientated and natural influencer
- Experience in use of LinkedIn Recruiter preferred
- Sound technical knowledge of the local legislation regarding recruitment and of best-practice resourcing strategies
- Willingness to travel on occasion

Key competencies:

- Well organised, articulate and commercial
- Able to demonstrate resilience whilst building strong relationships with a demanding client base
- Effective and motivated team player who leads by example
- Comfortable with ambiguity

We're a modern, progressive law firm. We think differently and we've built a culture where individual skills and personalities can shine through. At Eversheds Sutherland, we believe that innovation comes from a culture of genuine equality and diversity and we are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or once in post.

In addition to the above, Eversheds Sutherland also require awareness of and full participation in the Firm's commitment to equality and diversity, the environment and health and safety.