Technical Recruiter (12 Month Contract)

fundserv certainty.

GREATER TORONTO'S TOP 2021 EMPLOYERS

2021 SME CANADA'S TOP SMALL & MEDIUM EMPLOYERS

Who are we?

Have you ever wondered what makes trading and settlement possible in Canada? It's Fundserv—the online ecosystem that ensures every fund transaction is processed timely, accurately and securely. We're an online hub that electronically connects manufacturers, distributors, and intermediaries, enabling them to buy, sell, and transfer investment funds.

Our Culture & Values

Fundserv is guided by our four core values: Collaboration, Adaptability, Integrity, and Respect. Because above all else, Fundserv CAIRs:

- Collaboration
- Adaptability
- Integrity
- Respect

Benefits & Perks

Fundserv provides a comprehensive benefits plan that includes the following:

- Health care spending account
- RRSP with employer match
- Annual performance pay
- Fitness reimbursements
- Employee discount program
- Charitable donation matching
- Flexible hours & remote work options

To better support our employees during Covid-19, we've expanded our benefits:

- Virtual social events including escape rooms, online trivia & games
- Corporate-wide mental health days
- Subscription reimbursement for fitness, nutritional, and mental health apps

Location:
Downtown Toronto (remote until further notice)

Reports to:
Manager, Human Resources

Department:
Human Resources

Fundserv is an equal opportunity employer. We welcome and encourage applications from individuals with disabilities. Accommodations are available on request – please let us know how we can meet your needs.

The Opportunity

Fundserv is embarking on a multi-year, multi-million dollar technology transformation program that focuses on currency, resiliency, security and agility. This ambitious transformation will completely redesign every façade of Fundserv's platform. We follow the Agile methodology principles, the collaborative practices of DevSecOps and will be leveraging the latest technologies and tools, such as a hyper-converged infrastructure, software-defined network, cloud, containers and APIs, enabling Fundserv to serve the industry better, and adapt to this ever-changing technology and investment landscape.

The Technical Recruiter is responsible for leading the full-cycle recruitment process primarily within our technology division. In this role, you will:

- Manage the end-to-end execution of our recruitment process including developing dynamic job postings, sourcing candidates, conducting interviews, administering reference and background checks, preparing employee offer packages.
- Act as a professional and responsive first point of contact for potential candidates to ensure a positive candidate experience.
- Work with HR Business Partners and Hiring Managers to develop a thorough understanding of the functions and roles within the IT division.
- Work closely with the communications team to develop and implement recruitment campaigns and branding strategies to attract talent.
- Analyze and make recommendations on talent trends in the market.
- Conduct intake conversations with hiring managers to understand key skill requirements for all open roles.
- Proactively source and identify exceptional talent through networking, recruitment events, and social media.
- Identify and make recommendations on recruitment process improvements.
- Manage external recruitment firm relationships.

Why YOU are the person we're looking for

- Bachelor's Degree in Human Resources or related field preferred.
- Minimum 3 years' experience in full-cycle technical recruitment with a proven ability to fill challenging technology roles.
- Strong communication skills both verbal and written; demonstrated experience building relationships with senior leaders and providing an exceptional candidate experience.
- Ability to understand, vet, and communicate technical requirements to source technical talent.
- Experience working on a high volume of open roles while managing priorities; strong organizational skills and attention to detail.
- Experience with LinkedIn Recruiter is an asset.

If this sounds like you, apply today at hiring@fundserv.com.