

## Network Recruiter (Nigeria)

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Company: Intellect

Location: Nigeria

Category: business-and-financial-operations

Join us to expand our mental health service provider network in Asia. You will recruit and match qualified professionals, maintain databases, respond to inquiries, review applications, ensure confidentiality, and manage caseload. Be a key part of our team delivering quality mental health services to clients.

Drive expansion of our mental health service provider network in Asia

Recruit and onboard mental health professionals to offer ad hoc psychological support to clients

Assess clients' needs and match them with appropriate providers using our proprietary database

Maintain accurate applicant information in ATS and Provider database

Respond promptly to provider inquiries within defined turnaround times

Distribute provider guidelines and application materials to external affiliates/providers during recruitment

Review provider applications and supporting documentation for thoroughness

Uphold strict confidentiality of clients' information

Effectively communicate provider information to hiring managers

Proactively manage caseload to ensure efficient service delivery.

## Requirements

Must have have at least 1 - 2 years of experience in recruitment and talent acquisition

Good English communication skills

Has experience with recruiting non local candidates

Experience in database management of candidates

Has experience in a growing startup

Can start immediately

Open to a full-time (40 hours/week), 2-month contract role with potential to extend

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