

The Role

Recruitment Research Analyst working for our growing PER Team based in Hong Kong

About us

- We are a leading services provider to the private equity sector specialising in people placement, compensation advice and staff retention strategies
- Our senior team are all former private equity investors, making us industry insiders. Our clients trust us as we have first-hand experience of their businesses
- We work with private equity funds that range from multinational financial services businesses to small boutiques across the UK, Europe, Asia, Latin America and the Middle East
- There are over 40 of us spread across offices in London, Germany, Mexico and Hong Kong
- Please refer to our website for more information: www.perecruit.com

What you will like about working with us

- We believe that work life balance is important so we work hard during working hours and go home at a sensible time
- We are experts in helping our people manage their careers
- All our team learn new skills and increase their self-confidence
- You will have a career development plan
- With good performance you will see regular promotion and increasing levels of compensation

Location

Central, Hong Kong

Responsibilities

A high level of personal presentation and determination is vital with responsibilities including the following:

- Sourcing candidates and initiating contact by telephone from recommendations / internet
- Screening and interviewing candidates
- Building long term relationships with candidates in relevant industries
- Mapping candidate pools from relevant companies
- Compiling contact lists from database and internet searches
- Managing administration and logistics of assignments
- Database inputting and information gathering

The skills you'll need

PER has an excellent reputation in the private equity market. It has high standards and takes special care of its clients and candidates. People placement issues are sensitive, discretion and confidentiality is vital.

To be successful in this role you should have the following skills and experience:

- Strong academics, with a good Bachelor's degree as a minimum
- Relevant experience in executive search, financial sector or sales is not essential but would be a strong plus
- Impeccable telephone manner and communication skills
- Strong commitment to contacting and building relationships with candidates
- Personal discipline and confidence in following up leads
- Some understanding of financial markets with enthusiasm to learn the detail quickly
- High standards with immaculate attention to detail
- Organised and methodical with good computer skills
- Fluent in spoken and written English and Cantonese, Mandarin a plus

Interested applicants should send their **CV and Cover Letter** to Jack Su – jack.su@perecruit.com