

EasyDo Digital Technologies

<https://easydo.co/job/junior-it-recruiter/>

Junior IT Recruiter | Account Manager

Description

Empowering our Clients with People-Driven Digital Innovation Across Europe

We are a Group managing digital IT services and solutions, driven by people, innovation, agility, and deep industry insight. We are working with the largest private and public institutions to deliver IT services and solutions.

Being an entrepreneurial digital services group with a Human-Sized Tech Company, we are built by passionate experts and led by seasoned leaders in IT and digital transformation.

Hiring organization

EasyDo Digital Technologies

Employment Type

Full-time

Job Location

Bucharest

Date posted

October 21, 2025

Responsibilities

- Actively source IT candidates through multiple channels (LinkedIn, internal databases, professional networks).
- Collaborate with existing clients to understand their recruitment needs and deliver qualified candidates in a timely manner.
- Support account management activities, ensuring smooth communication between candidates, clients, and internal teams.
- Assist in business development initiatives, contributing to client acquisition and portfolio growth.
- Create and publish engaging job advertisements tailored to technical positions.
- Conduct thorough candidate screenings via phone and online interviews, assessing motivation, language skills, and technical fit.
- Participate in technical interviews alongside hiring managers to evaluate candidates' expertise.
- Present shortlisted candidates to clients, providing detailed and tailored feedback.
- Maintain and update a structured candidate database.
- Ensure a positive candidate experience by offering constructive feedback and maintaining transparent communication.
- Collaborate closely with the Account Manager to strengthen client relationships and support ongoing recruitment projects.

Qualifications

- Minimum **1 year of experience in IT recruitment**.
- Prior **experience in sales or account management** is required.
- Fluent or conversational level of **French** is highly valued and considered a strong asset.
- Understanding of **IT terminology** and technical roles.
- Excellent **communication, negotiation, and client relationship** skills.
- Proactive, results-oriented, and collaborative mindset.
- Interest or experience in **business development** is a plus.
- Experience with **LinkedIn Recruiter** and job boards.

Job Benefits

We offer:

- Competitive salary and the opportunity to have a meaningful job where you

can make a difference

- The chance to continuously evolve as a professional
- Medical insurance & Meal tickets. Variety of training opportunities

Join Us at EASYDO

With a team of 250 dedicated professionals, we combine technological excellence with a people-first culture. We believe in empowering talent, nurturing careers, and building long-term trust with our clients and our teams. Contact our Talent Team by email to hiring@easydo.co Or visit our careers portal: <https://easydo.co/career/>