

# navabi

## Minijob/Working student Recruiting (m/w)

Aachen, Headquarter/flexible working hours/ home office option

### Why you must have this job?

- Navabi is an online startup and not without reason online startups are known for the best parties, collect team and unbeatable working atmosphere. Be part of this team and combine job and fun!
- As Assistance in recruiting you take part in one of the most critical business functions. Recruiting the best team is probably the most important discipline to make sure navabi will achieve its mission to expand internationally! Have an impact on our success story!
- Your job is super flexible. After a certain onboarding-phase you will not only work from our office but also be able to do parts of the job from home. This means you do not have to sacrifice your weekends for a side job but can easily earn some money while chilling on your couch!
- Be it, that you are aiming for a career in Human Resources, you gain valuable job experience and pimp your CV!

### YOUR NAVABI CHALLENGE:

- As an assistant in Recruiting your mission is to find the right people for the navabi
- You help us in creating job profiles, publishes them online, and will also think of creative initiatives to spread them and reach the right target group.
- One of the key parts of your job is the direct approach of potential candidates on Xing or LinkedIn and make sure they are open for an initial exchange about our vacancies.
- You arrange telephone interviews with the candidates and the team and of course, after some time, you can also do your own interviews.
- As recruiter you are an important representative of the company and so, responsible for employer branding and providing a great "recruiting experience" to our candidates. On fleek, friendly and professional communication is an important asset.

### YOU SHOULD...

- ...get excited when reading this job description.
- ...be a naturally curious personality.
- ...be open and feel comfortable with contacting people.
- ...be a good listener.
- ...be a good communicator and preferably talk fluent English &/or German.
- ...have a talent in organizing and coordinating.
- ...generally love what you do!

### CHALLENGE ACCEPTED?

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For more information visit [www.company.navabi.de](http://www.company.navabi.de) or send an email/application to [careers@navabi.de](mailto:careers@navabi.de)