



<https://jobsleworld.com/jobs/junior-recruiter-job-in-austria-dynatrace-careers/>

Financial Analyst

Job Location

Austria

Remote work from: GE; USA; AU; NZ; DK; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; QA; MA; SA; MX; AE; CA; GT; DO

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Base Salary

USD 3,000 - USD 4,200

Qualifications

Bachelor's degree in Human Resources, Business Administration, or a related field

Employment Type

Full-time

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Hiring organization

Dynatrace

Date posted

December 28, 2024

Valid through

31.07.2025

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Description

Junior Recruiter Jobs in Austria

Are you passionate about connecting talented individuals with the right opportunities? Dynatrace, a global leader in software intelligence, is looking for a Junior Recruiter to join their team in Austria. This is an excellent opportunity for individuals at the start of their HR careers who want to grow in a dynamic and supportive environment.

Dynatrace prefers candidates who are already based in Austria. However, international applicants are also encouraged to apply, as visa sponsorship and relocation benefits are available for eligible candidates.

Details of Junior Recruiter Jobs in Austria

- **Company:** Dynatrace
- **Position:** Junior Recruiter
- **Location:** Linz, Vienna, Graz, and other cities in Austria
- **Qualification:** Bachelor's degree in Human Resources, Business Administration, or a related field
- **Job Type:** Full-Time
- **Experience:** Fresh graduates or up to 2 years of experience in recruitment or HR
- **Knowledge Required:** Recruitment processes, applicant tracking systems, and interview techniques
- **Age Requirement:** 21 years and above
- **Salary:** €3,000–€4,200 per month

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About the Job

As a Junior Recruiter at Dynatrace, you will play a vital role in the recruitment process, ensuring that the company attracts top talent. This role involves sourcing candidates, coordinating interviews, and maintaining an excellent candidate experience. You will work closely with hiring managers to meet staffing needs and help build a thriving team culture.

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Key Responsibilities

1. Talent Sourcing

- Identify and attract suitable candidates through various channels, including job boards, social media, and networking events.
- Build and maintain a pipeline of qualified candidates for current and future roles.

2. Recruitment Coordination

- Assist in drafting and posting job advertisements.
- Schedule and coordinate interviews with candidates and hiring managers.

3. Candidate Screening

- Review resumes and applications to shortlist qualified candidates.
- Conduct initial interviews to assess candidates' skills, experience, and cultural fit.

4. Recruitment Administration

- Manage and update applicant tracking systems (ATS) to ensure accurate records.
- Provide feedback to candidates and maintain communication throughout the recruitment process.

5. Collaboration with Teams

- Work with hiring managers to understand role requirements and team needs.
- Support employer branding initiatives to promote Dynatrace as an employer of choice.

Visa Sponsorship Jobs 2024

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Requirements

Education

- A Bachelor's degree in Human Resources, Business Administration, Psychology, or a related field.

Experience

- Fresh graduates are welcome to apply.
- Up to 2 years of experience in recruitment or HR is advantageous.

Skills

- Strong interpersonal and communication skills.
- Ability to multitask and manage time effectively.
- Familiarity with applicant tracking systems (ATS) is a plus.
- Proficiency in MS Office tools (Word, Excel, PowerPoint).

Language Proficiency

- Fluency in English is required.
- Knowledge of German or another European language is an advantage.

Age Requirement

- Candidates must be at least 21 years old.

Benefits

Dynatrace provides a comprehensive benefits package to its employees, which includes:

- **Salary:** Competitive monthly pay between €3,000–€4,200, with additional performance incentives.
- **Visa Sponsorship:** Available for eligible international candidates.
- **Health and Wellness:** Comprehensive medical insurance, fitness reimbursements, and mental health support.
- **Paid Leave:** Generous vacation, public holidays, and sick leave.
- **Professional Development:** Access to training programs, certifications, and mentorship opportunities.
- **Work Flexibility:** Hybrid work model and flexible hours.
- **Relocation Support:** Assistance with visa processes, housing, and settling in Austria.
- **Perks:** Team-building events, employee discounts, and on-site facilities.

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How to Apply

To apply for the Junior Recruiter position at Dynatrace:

1. Visit the official Dynatrace careers page and search for the Junior Recruiter job listing in Austria.
2. Prepare your application, including:
 - An updated resume highlighting your recruitment or HR experience
 - A cover letter explaining your interest in the position and how your skills align with the role
 - Academic transcripts or certificates

Submit your application through the official career portal, ensuring you emphasize your enthusiasm for talent acquisition and ability to thrive in a fast-paced

environment.

In Summary

- **Position Name:** Junior Recruiter
- **Company:** Dynatrace
- **Location:** Linz, Vienna, Graz, and other Austrian cities
- **Qualification:** Bachelor's degree in Human Resources, Business Administration, or a related field
- **Job Type:** Full-Time
- **Experience:** Fresh graduates or up to 2 years of HR experience
- **Knowledge Required:** Recruitment processes, applicant tracking systems, and interview techniques
- **Age Requirement:** 21 years and above
- **Salary:** €3,000–€4,200 per month

Locations: Opportunities available in major cities such as Vienna, Linz, and Graz.

Embark on a rewarding HR career with Dynatrace. Join a team that values innovation, collaboration, and professional growth. Apply today and contribute to building an exceptional workforce!

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