**JOB TITLE:** Recruiter **WORK GROUP:** Crew Resources

**REPORTS TO:**  **FLSA STATUS:** Non Exempt

**GENERAL SUMMARY:**

This role is primarily responsible for leading the full cycle recruiting process for Restaurant Management positions as well as providing strategic support for Crewmember hiring for New Restaurant Openings and existing Restaurants. This role will partner directly with area leadership for the area’s they support and other key stakeholders to assess Restaurant manpower needs, execute the near term and long term area manpower strategy, assist in rolling out new systems/programs within their areas, and ensure that our Restaurants are fully staffed. In addition, this position will serve as an ambassador for the brand in all markets, assist in deploying industry-leading recruiting programs, and maintain positive recruiting practices which align with the brand identity, and fully align with Raising Cane’s mission, values and goals.

**DUTIES AND RESPONSIBILITIES:**

Primary Responsibility

1. Responsible for the full cycle recruiting process for both internal and external candidates to fill current and future openings by creating a talent pipeline to coincide with the organization’s growth strategy
2. Evaluates incoming applications and actively sources passive candidates to select management talent that aligns with the Raising Cane’s management profile and culture
3. Leads the New Restaurant Opening (NRO) Crewmember hiring strategy and process to ensure successful hiring and onboarding to meet staffing needs
4. Develops market based or regional partnerships to support recruiting efforts
5. Leads the restaurant management recruiting process to ensure consistency across all markets
6. Owns the manpower planning and talent selection process
7. Builds Raising Cane’s employment brand and increases our presence in our communities by establishing relationships with universities, networking organizations, community-based organizations, workforce centers and vendors to provide a pipeline of qualified and talented candidates

Secondary Responsibility

1. Responsible for developing annual Manpower Plans for the Area Business Unit Leader review on a quarterly basis to measure progress and amend as needed
2. Cultivates strong working relationships with regional leadership and support teams ensuring that recruiting efforts are tightly aligned with regional goals and objectives
3. Responsible for providing a regular cadence of regional recruitment reporting to all internal stakeholders
4. Works closely with the NRO team to ensure the recruitment plan is aligned with near term and long term regional growth plans
5. Calibrates with internal stakeholders to ensure alignment with Raising Cane’s vision and goals and create comprehensive plans and strategies for sourcing internal and external talent

**QUALIFICATIONS:**

* 3 – 5 years of recruiting experience
* Experience working for a multi-unit restaurant, retail or hospitality company preferred
* Experience working in restaurants preferred
* Demonstrated ability to work effectively and prioritize workload
* Strong work ethic and “hands on” approach
* High level of attention to detail, analytical & decisive
* Exceptional people & interpersonal skills
* Excellent verbal & written communication skills
* Proven track record of aggressive goal setting, converting plans into action and performance measurement
* Moderate Travel required
* Microsoft Proficient: Word, Excel, PowerPoint

**ADDITIONAL REQUIREMENTS:**

The intellectual and physical demands described below are representative of what must be met by a Crewmember to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable Crewmembers with disabilities to perform the essential functions.

* Ability to lead, motivate, and empower Cane’s crew candidates
* Has excellent interpersonal skills
* Ability to recognize problems and problem solve
* Ability to set goals and convert plans into action
* Ability to measure past performance and understand how it will help predict future performance