Recruiting Advisor – Healthcare

There has never been a more exciting time to join Bethesda Health Care. We are experiencing significant growth and we are actively seeking a suitable candidate to join our expanding People and Culture team to support recruitment activity for the Bethesda Clinic, the first private mental health services facility south of the river opening in September 2022

This role is responsible for working closely with Hiring Managers , to enable and empower effective hiring decisions through needs analysis, specialist advice and the talent acquisition strategy.

About the role:

- Drafting of advertisements and the creation of role specific talent pools
- Collection and storage of pre-recruitment documentation
- Conducting interviews, reference checks and arranging pre-employment medicals
- Database maintenance including updating of candidate's onboarding progress
- Ongoing communication and engagement with key stakeholders
- Influence recruitment decisions with acute knowledge of the organisation and deep expertise of external markets
- Get involved in talent & capability projects and support the wider team as required

This newly created 12 months fixed-term position will appeal to a self-starter who thrives on no two days being the same.

About you:

- Minimum of 3 years recruitment experience is essential (Health Care industry experience would be highly regarded)
- Work well under pressure and not afraid to work outside your scope
- Highly developed communication and stakeholder engagement
- Organised with excellent prioritisation & time management skills
- Business and candidate outcome driven
- Intermediate to advanced level with Microsoft Office suite

About Bethesda Health Care:

The role will be based at Bethesda Hospital in Claremont, a private, not for profit hospital in Claremont, with a strong reputation for high quality care in and is one of Perth's leading inpatient palliative care units. Palliative care consultancy to the community is also provided by MPaCCS located in South Perth.

The Bethesda Clinic in Cockburn will be the first service to provide people who reside south of the river with direct access to private mental health services. The service will explore new care models through innovation, digitisation and a partnership model to deliver multi-disciplinary care. Construction has already commenced on a purpose built, innovative and feature-rich facility.

Employee Benefits include:

- Friendly and modern working environment
- Flexible hours to suit activity
- Attractive remuneration and benefits
- Salary Packaging options
- Discounted staff meals
- Access to subsidised parking and close to public transport

How to Apply

For further information and confidential enquiries, please contact Kylie Brooks, Executive Manager, People and Culture on 9340 6386 or e-mail kbrooks@bethesda.org.au.

To apply please e-mail your CV with a covering letter addressing the selection criteria and outlining your experience in relation to the position along with an application form that can be found on our web site to:kbrooks@bethesda.org.au by close Friday 15 October 2021.

Please note that successful applicants will be contacted via phone or email. Unfortunately, due to the high volume of applications received for our current vacancies, we are unable to provide an individual acknowledgement or feedback about your application if you are not successful for short listing.

We reserve the right to close applications before the specified closing date.