



# Grow with Grow HR! Internship

## About Grow HR

Grow HR is a Shanghai based Human Capital Consulting firm specializing in Executive Search and Consulting Services in Greater China and the APAC region. Our journey started in 2007 and we have since gained hands-on experience within the E-commerce, Consumer, Industrial, Retail, Sourcing, Technology & Telecommunication and Professional Services sector.

We have in-depth market knowledge and are proud of our effective team consisting of a blend of top local and foreign talent. We have a solid track record when it comes to recruiting talents in executive, senior and mid-level positions. Our diversity enables us to think outside the box and we share a vision to add value to every client and candidate we cooperate with. To find out more about us, please visit [www.growhr.com](http://www.growhr.com).

## Why join us?

Grow HR is a company that strives to take the HR industry to the next level. Our aim is to find creative solutions and deliver service with speed and quality. We believe in having integrity in every part of our process, internally and externally.

For the right person we offer:

- The opportunity to work with industry leaders
- A truly international, energetic and creative work environment
- Meaningful projects where your ideas are valued, and you can make real business impact and grow
- Uncapped commissions

As a part of our team, you will receive the opportunity to experience first-hand the dynamic consultant environment, as well as get the insides of industries and talent markets in China through recruitment projects. We also always look forward to employing top performing Interns full-time upon the completion of their internship.

## Responsibilities

- Candidates sourcing and CV screening
- Maintain job channels and job postings
- Assist with database
- Assist Researcher team with daily tasks
- Assist marketing activities and social media channels, e.g., content creation
- Other administrative tasks assigned by Manager

At Grow HR we believe that the caliber of the people is the key. To fit in our company culture, you need to have a passion for people. Furthermore, you like challenges, responsibility and being part of a dynamic team.

## Requirements

- International minded talent with an intercultural awareness
- Bachelor's degree or above
- Diligent and business-minded (or business-curious!)
- Result-oriented, pro-active and can-do attitude
- Excellent communication and interpersonal skills
- Transparent and humble
- Fluency in English (Chinese language skills are a plus)

## Got what it takes?

Send your resume and tell us why you are interested via [career@growhr.com](mailto:career@growhr.com) and mark your application with Grow HR Internship.