



## Talent Acquisition Associate

### About Us

TopHire (<https://tophire.co>) is a recruitment marketplace that makes it fast and easy for top tech companies in India to hire the top 2% of engineers, product managers, data scientists, and designers. Each candidate approved onto TopHire is handpicked and vetted by our team ensuring our clients focus only on the best.

TopHire is founded by Sameer Parwani, previously founder of CouponDunia, and Siddharth Gopi, ex-product manager at Crowdfire.

### Is TopHire a Consultancy?

No. We're a tech startup. Tech is at the center of everything we do. The core product is an online recruitment marketplace (i.e. somewhat like a naukri, iimjobs, etc) which is very different than the core product of a consultancy. Additionally, our founders have bonafide tech backgrounds. We are disrupting the tech hiring space with an innovative and much needed product.

As with most products, an added personal touch goes a long way toward customer success. TopHire is no different and hence we are building out our client and candidate facing teams with positions such as this one.

### About the Role

You'll work alongside Account Managers and be jointly responsible for ensuring that clients are able to fill their tech hiring requirements.

This means you'll onboard clients, demo the platform to their recruitment and engineering teams, understand their hiring needs, and learn about the company and its interview process. Then you'll source candidates, screen those candidates for relevancy and interest, and send out those candidates for shortlisting by clients.

For any shortlisted candidates, you'll run their interview process up until the time the candidate receives an offer, accepts it, and joins the organization. Of course, at all points, you'll be taking feedback from the client so we can improve the quality and relevancy of the work we are doing for them.

As part of your initial training, you'll also assist the candidate onboarding team. You'll pitch and persuade relevant candidates to create a profile on TopHire. After the candidate registers, you'll work with candidates to ensure the candidate's profile is complete and compelling

### Clients

Our clients include India's best tech companies such as Amazon, Swiggy, Flipkart, Dream11, Slice, Cred, Dunzo, PhonePe, Upstox, D.E Shaw and many more.

### Company Mission

Our mission is to enable Indian product companies to build great technology teams with ease. There are countless founders with great ideas. Ideas that could disrupt the way we live our lives - the way we wake up in the morning, the way we commute, the way we work, the way we play, the way we do everything we do.



But far too many of these founders are prevented from realizing their vision because they aren't able to scale their technology teams. They aren't able to find enough of the right quality engineers in the right amount of time.

We're changing that. We're making sure that the most promising founders and the most promising product companies are able to build out world-class technology teams quickly and reach the heights that they deserve to reach.

**TopHire on Social Media**

Instagram - [https://www.instagram.com/tophire\\_co/](https://www.instagram.com/tophire_co/)

LinkedIn - <https://www.linkedin.com/company/tophire-co/>

**Location:** Mumbai (Andheri West) or Bangalore (Indiranagar) office. (Students can choose the location)

**Compensation:** We are offering a CTC of 6L. Out of which 4.5L will be fixed, 0.75L will be for performance incentives (paid out proportionally every 3 months) and 0.75L will be a fixed retention bonus that will be paid out after completion of 2 years.

Please note that on average our team earns 100% of their performance incentive, so you should definitely consider the performance incentive to be a real and significant part of our package. You can read more about our incentives at <https://tophire.co/r/incentives>.

**Website:** <https://tophire.co>

**The TopHire Life:** Here's a small sneak peek into the life at TopHire <https://tophire.co/thetophirelife>

**Interview Process:** Here are [the details about the interview process](#).