



 PURE
3939 N. Webb Rd.
Wichita, KS 67226
Ph: (316) 303-1380
poet.com

ABOUT POET Pure

POET Pure is a global leader in the energy and agricultural space. We started as a supplier of biofuel, and have grown into a multi-commodity marketing and transportation company providing solutions in fuels, grains, and carbon dioxide markets. We are part of a network of engineering, management, marketing, and manufacturing companies that are dedicated to being good stewards of the Earth by converting renewable resources to energy and other valuable goods as effectively as humanly possible. As the largest supplier of biofuel in the world, we believe in the value and benefits of driving a renewable solution to global energy needs, and focus on creating a more sustainable path forward in all our related industries.

Job Summary

The primary activities for this role are to recruit qualified CDL drivers for our company driving positions. The recruiter is an advocate for Poet Pure and portrays the organization in a genuine, positive manner that promotes our culture and philosophy to prospective driver candidates. The recruiter is responsible for developing and delivering company features and opportunities to prospective company drivers and ensures we are attracting and retaining the best possible talent.

Role Responsibilities

- Lead and execute the full cycle of recruiting; including sourcing, screening, selection & interviewing qualified candidates and assisting with onboarding activities.
- Develop and maintain database of prospective driver candidates.
- Market and advertise open requisitions through multiple media as appropriate.
- Develop and recommend recruiting strategies and best practices.
- Partner with human resources and transportation management to develop effective strategies for recruitment and retention of drivers.
- Promote the company's reputation and anticipate the evolving needs of the organization.
- Maintain database of KPI's to measure success of recruiting & retention program.
- Work on special projects as directed by management.

This position provides a fast-paced role that will also require responsibilities outside of normal business hours. Travel will be required.

Role Requirements

This role involves a high degree of variation in priorities throughout the day, and the person we're looking for should possess the following characteristics:



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- Minimum 2 years of experience in trucking or transportation related field.
- Knowledge of employment laws.
- Basic knowledge in human resources.
- Solid self-directed skillset.
- Experience working with Microsoft Office products.
- Ability to work in a team environment with limited oversight.
- High attention to detail and strong organizational skills.
- Strong communication and relational skills.

Work Environment

POET Pure provides a relaxed, but professional, non-smoking work environment and a very competitive benefits package. We are proud to be an Equal Opportunity Employer.

Interested applicants should submit their resume and cover letter explaining why they seem to be well-suited for the opening and salary expectations. Please email to opportunityexp@poetep.com