

Talent Acquisition Consultant

Your responsibilities include:

- Determining current staffing needs
- Sourcing candidates on social networks and niche platforms
- Advertising jobs internally and externally

Job description

We are looking for a Talent Acquisition Consultant to develop and implement sourcing and employer branding techniques that will help us recruit talented employees.

Talent Acquisition Consultant responsibilities includes:

- Forecasting hiring needs
- Sourcing potential hires on various online channels
- Building relationships with passive candidates and hiring managers and evaluating candidates' performance in interviews and assignments.

If you have proven you can creatively attract talent and improve candidate experience, we'd like to meet you.

Ultimately, you will ensure we attract, hire, and retain high-performing employees.

Responsibilities

- Determine current staffing needs
- Source candidates on social networks and niche platforms (e.g. Github, Behance)
- Advertise jobs internally and externally
- Review job applications to identify high-potential candidates
- Organize assessment centers and career events
- Prepare quarterly and annual hiring plans
- Liaise with hiring managers to understand each position's expectations
- Track key recruiting KPIs, including time to fill and source of hire
- Craft jobs offer letters
- Foster long-term relationships with past applicants and potential candidates
- Requirements
- Proven work experience as a Talent Acquisition Consultant, Recruiter, or similar role
- Hands-on experience with candidate sourcing and evaluation
- Familiarity with job boards, resume databases and Applicant Tracking Systems
- Experience interviewing candidates and organizing skills assessment centers
- Knowledge of labor legislation
- Excellent communication and interpersonal abilities
- Strong decision-making skills
- Bachelor/Master in Human Resources/Organizational Psychology or equivalent with experience