

Talent Acquisition Partner

Position Talent Acquisition Partner

Reports to Managing Director

Objective Own the process of attracting, sourcing, recruiting and hiring employees within the U.S offices

Key Result Areas Grow and develop strong meaningful relationships with stakeholders across the business and seen as the specialist for everything recruitment related

The role of the Talent Acquisition Partner is extremely dynamic. You will be the first point of contact for all prospective candidates coming into the business, so you must understand and wear the qualities of the SAM brand – QSE (Quality, Speed Execution). You will predominately work towards hires for the U.S offices (currently LA and NY). You will actively headhunt candidates and be responsible for the pipeline of competitor and market trends in the technology recruitment industry. You will meet candidates, sell the brand and also interview more active candidates

Expertise

- Previous experience of recruiting within either a technology company or an agency partnering with technology companies
- Working in an agency environment would be advantageous
- Ability to write clear and compelling job specifications and adverts
- Excellent communication skills, both written and verbal including on the telephone/VC;
- Advanced interviewing skills

Responsibilities and Duties

- Post positions to appropriate external recruitment sources/tools. Make the most of online advertising, researching and utilizing job boards and social media to their full potential. Use both social and professional networking sites to identify and source candidates
- Complete the recruitment strategy by identifying and sourcing the appropriate talent for open positions which will include phone screening, interviewing, offer development and negotiation, and closing/offer acceptance.

- Work with Managing Director on hiring trainee recruiters for “academy’s” across the business, this will involve job board advertising and searches, career fairs, networking events and running assessment centers
- Work with managers to ascertain department hiring needs
- Pre-screen and shortlist candidates, through evaluating skills and experience against the role requirements. Deliver a great candidate experience to every candidate, with a high touch, personalised experience, regardless of outcomes.
- Deliver and negotiate offers
- Build strong stakeholder relationships and trust through outstanding delivery
- Manage filling vacancies against rigorous time, quality and service demands, prioritising both volume and "difficult to fill" roles
- Develop a sourcing / attraction strategy for targeting and infiltrating this market place, optimising opportunities to build pipelines
- Map out key competitors
- Alongside candidate management, you will work closely with managers to support them in achieving the growth goals of the business
- Manage the agency partnerships and relationships, acting as the link between the business and the supporting agencies. Identifying what roles are best managed in-house vs through our suppliers.
- Devise and maintain weekly recruitment reporting and tracking against the hiring plan

Skills and competencies

A self-sufficient individual with a robust work ethic, a self-starter and self-motivated, enthusiastic, energetic, persuasive and outgoing personality.

- Demonstrates behaviour which supports the Stott and May values
 - ✓ Passion
 - ✓ Family
 - ✓ Deliver on Promises
 - ✓ Need for Speed
 - ✓ Be a Value Leader
- Demonstrates behaviours supportive of the spirit of quality, diversity and inclusion
- Demonstrates a strong personal and leadership brand
- Excellent interpersonal and influencing skills
- Commitment to team growth
- Supportive of corporate initiatives

