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# Example of Senior Talent Acquisition Consultant Cover Letter

179 Perla Valleys
North Benton, NJ 23845-1704

**Dear River Bartell,**

I would like to submit my application for the senior talent acquisition consultant opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for leadership and expertise for the full scope of the Talent Acquisition function, including all aspects of recruiting strategy development, assessment/selection and candidate management.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

* Manages relationships with a network of external vendors, including retained, contingent, and research based recruiting firms
* Experience using HRIS and recruiting software systems (Workday) preferred
* Build strong relationships with managers to understand their current and future talent requirements
* Previous experience in an end to end internal Talent Acquisition/Recruitment capacity
* A positive and fun personality and a passion for the strategic support talent acquisition provides to a business
* Participation in processes and methodologies development and optimization
* Post-Secondary education in Human Resources Management or a related field of study
* Experience in Engineering Consulting is desirable (Civil Engineering, Environmental and Construction industry)

**Thank you for considering me to become a member of your team.**

Sincerely,

Dallas Mayer