

# Global Talent Acquisition Cover Letter

52830 Effertz SummitKarlland, AL 32520-2711

**Dear Spencer Frami,**

In response to your job posting for global talent acquisition, I am including this letter and my resume for your review.

Previously, I was responsible for other administrative support to TA Team as needed Candidate Management and Application Tracking Systems (ATS) Management:.

My experience is an excellent fit for the list of requirements in this job:

- Significant experience with global talent acquisition strategy, process and tactics preferred
- Excellent global people and functional leadership
- Demonstrated technology skills in Success Factors (or similar), Microsoft Office (Word, Excel, Outlook and Power Point), LinkedIn, Twitter
- Play influential and active role within HR Leadership Team
- Experience managing small recruiting teams
- Competent user of MS Excel, MS Word and MS PowerPoint applicant tracking systems such as Workday
- Strong Microsoft office knowledge (Word, Excel and PPT), applicant tracking systems
- Working knowledge of ATS tools and sourcing technologies

**I really appreciate you taking the time to review my application for the position of global talent acquisition.**

Sincerely,

Bellamy Kreiger