

Senior Talent Acquisition Consultant Cover Letter

179 Perla ValleysNorth 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,

