

Talent Acquisition Analyst Cover Letter

3091 Davis FreewayLake Danita, WI 12753-5852

Dear Dakota D'Amore,

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

Previously, I was responsible for understanding of internal/external talent landscape, building on competitive intelligence and trends to better prepare for and respond to recruiting demands.

Please consider my experience and qualifications for this position:

- Experience working across multiple cloud based SaaS modules
- Excellent verbal and written communication skills and knowledge of business acumen
- Knowledge of applicant tracking systems (Taleo, Workday Business Intelligence or similar platforms)
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- Demonstrated experience delivering reporting programs and projects with multiple examples of solving complex data challenges
- History of using data to support recommendations and influence strategic decisions
- Serve as a point of contact and subject matter expert for various talent acquisition process and operational questions
- Assist with creating and distributing important team documents (i.e., spreadsheets, job aids)

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Robin Homenick