

Talent Acquisition Business Partner Cover Letter

854 Hyatt CliffsConnellyberg, FL 22772-7673

Dear Alexis Klein,

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

In my previous role, I was responsible for market intelligence, creative sourcing, screening, and evaluation of candidates with a concentration on diversity recruiting strategies.

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:

- Manage to talent acquisition strategy and function
- Evaluate and manage steps in talent acquisition process to help attract, assess and hire top talent
- Participate in the design and consultation of selection/assessment tools that help hire the right talent across the organization
- Develop processes and training to increase organizational capabilities for hiring, leading to strong performance, reduced turnover, and enhanced diversity and succession
- Design and execute diversity recruitment strategies (attracting and building diverse talent pipelines)
- Leverage technology to increase efficiency and quality of hire and improve reporting
- Build proactive leadership attraction strategy
- Manage TA budget maximizing impact of annual spend

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

Sincerely,

