

Talent Acquisition Lead Cover Letter

84567 Moore PortMadalineport, OK 23414

Dear Max Mayer,

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

Previously, I was responsible for people leadership and direction for all major strategic talent acquisition functions within that support the enterprise: recruiting, marketing, relocation, executive and specialized recruiting, diversity management, and talent management.

Please consider my qualifications and experience:

- Entrepreneurially minded, and accustomed to working in a fast-paced environment with time sensitive deadlines
- Possesses a basic foundation of fiscal and business acumen
- Maintain all pertinent hiring/applicant data in the applicant tracking system
- Post openings in our aggregator, local advertisements, professional organizations and via social media avenues
- Collaborate with Corporate Communications to establish a recognizable "employer of choice" reputation or brand for the company and its divisions, both internally and externally
- Management experience is preferred of at least a small sales team
- Specialist TA leadership experience, ideally gained in a global, technology focused matrix business
- Outstanding people leader with a proven track record in building and developing teams

Thank you for your time and consideration.

Sincerely,

Justice Renner