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# Example of Associate, Acquisition Job Description

Our growing company is searching for experienced candidates for the position of associate, acquisition. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for associate, acquisition

* Participate and collaborate actively in hiring activities such as job fairs, open house days and career days
* Provide feedback to identify opportunities or problems relating to applicant profiles or changes in the applicant pool
* Provide Compliance Reporting and ensuring that updates are being made by the team
* Work closely and in collaboration with partners in the Talent Acquisition Team, Human Resources etc to identify and resolve barriers to compliance and implement solutions
* Continuously improve the Quality and Auditing process to enhance the candidate experience
* Quality & Process Control of job postings
* Provide support to the Talent Acquisition consultant
* Partnering with the Talent Lead in searching for top digital/tech talent around the world
* Assisting and providing market intelligence to the Talent Lead
* Managing the client experience by putting our customers at the centre of everything as a representative of our brand

## Qualifications for associate, acquisition

* Experience in retail, hospitality or services/membership industries preferred
* International recruitment experience preferred
* At lease one year experience of customer service experience
* Keep abreast of market trends and demand impacting the company’s ability to attract competitive candidates
* Knowledge and extensive use of an ATS required (preferably Kenexa Brassring), LinkedIn Recruiter
* HR experience (preferred TA, Recruiting, Hiring, University Relations)