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# Example of Talent Acquisition Intern Job Description

Our company is hiring for a talent acquisition intern. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for talent acquisition intern

* Support other recruitment initiatives
* Support China TA team on driving Social Media hiring Campaigns
* Assist Recruiters/TA team on job posting, sourcing, screening…etc
* Support TA team on data consolidation and analysis
* Support recruiters/TA to innovative resourcing solutions to attract the best talent
* Co-managing job requisitions (help with screening applicants for qualifications)
* Oversee and prepare the Monthly New Hire
* Refine employment branding messages and materials for campus recruiting
* Partner with vendors and internal teams on creation of collateral
* Develop University focused Social Media strategy to develop our employment brand via social networking

## Qualifications for talent acquisition intern

* Previous ATS / HRIS experience preferred but not necessary
* Internship experience in a related field
* Adobe Creative Suite (Photoshop, InDesign, Illustrator) experience is a plus
* High School Diploma or Equivalent Field of Study
* Rising Juniors or Seniors pursuing a Bachelor’s Degree in Human Resources or related field
* Proactively source for talent across Europe, Middle East and Africa through multiple channels