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# Example of Talent Scout Job Description

Our company is growing rapidly and is looking to fill the role of talent scout. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for talent scout

* Collaborate with Executive Leaders, HR Business Partners, and Talent Development Team to design a best in class sourcing and recruitment strategy
* Create list of target companies, build list of prospective candidates, and create selling pitch
* Provide a top notch candidate experience from first contact through on-boarding
* Use consistent communication strategies to proactively inform Hiring Executives and HR Business Partners of search progress, any challenges, and/or the need for search calibration
* Collaborate closely with Compensation Consultants and HR Business Partners in order to provide comprehensive compensation recommendations to Hiring Executives
* Develop and maintain candidate flow to build a quality talent pipeline
* Conduct detailed, thorough candidate interviews and present qualified candidates to the Team Talent Advisor and Team HR
* Research and educate key partners on recruiting best practices, sourcing innovation, recruiting technology, employment branding, and candidate care
* Develop candidate relationship management workflow for Team talent pipelines and ensure process compliance
* Integrated into the digital ecosystem and with at least 5 years of technical knowledge to understand the candidate’s true motivations and to deeply understand the projects of the different areas

## Qualifications for talent scout

* Minimum of 5 years of relevant experience as a Corporate Recruiter, Consultant at a recruitment agency or HR Business Partner
* Experience sourcing for technology skills other corporate functions
* Minimum of 2 years recruiting experience with rapidly growing organizations
* Consultative approach in communicating across all levels of the organization externally
* Four (4) to six (6) years of full cycle talent acquisition/recruiting experience within a national hospitality brand
* University graduate with genuine interest in Human Resources