



Example of Advisor, Acquisition Job Description

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

Responsibilities for advisor, acquisition

- Supports the talent acquisition process for Emerging Producers and Experienced Financial Advisors via a wide range of support activities including candidate communication, pipeline management, coordinating and facilitating meetings/events, liaison with various internal and external constituents, and providing materials/presentations for meetings and conferences
- Dedicated to support the Transition & Integration Team
- Provides support to candidates, Financial Advisors, Branch Office Administrators, and regional leadership teams as needed around Emerging Producer and Experienced Financial Advisor inquiries
- Supports the reporting and tracking efforts of the Transition & Integration Team
- Articulates the firm's standard legal policies to applicable Non-licensed and KYC Transfer candidates, and engages outside counsel where appropriate
- Supports the FINRA Rule 2273 attestation process, including candidate calls
- Provides applicable training to new associates within the department and team
- Assist with various team projects
- Actively business partner and build relationships with assigned business unit leadership teams, hiring managers and HR Generalists
- Develop sourcing strategies for a multitude of roles

Qualifications for advisor, acquisition

- Develop a talent pool of candidates and effectively source and match candidates to positions
- Ensure all roles are advertised in the most appropriate way to attract candidates and utilisation of sourcing tools – LinkedIn, Job Boards
- Review all recruitment paperwork prepared by the Administrator before issue
- Utilise internal and external benchmarks, partnering with TA, Resourcing CoE and Rewards CoE in relation to the appropriate remuneration to be extended when offering to potential hires within the designated client group
- Partner with the Reward and Recognition COE on visa applications
- End to end recruitment of adhoc roles assigned by the TA Managers for defined client groups