



Example of Global Talent Acquisition Job Description

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

Responsibilities for global talent acquisition

- Understand implications of programs such as Affirmative Action/EEO on recruiting activities
- Manage recruiting plan for the company
- Establish and maintain relationships with hiring managers and Human Resources representatives across the company to understand business needs to effectively source and facilitate the selection of quality candidates
- Partner with the International HR team to manage basic HR policies and procedures for the company
- Provide support and participate in regular evaluations of the applicant pool quality and assess, track and report on time to hire, cost to hire, diversity of hires, to identify trends and cost effectiveness
- Own and Drive sourcing matrix strategies of various sourcing channels that yield talent results
- Build external brand awareness
- Own/lead candidate support activities including
- Provide operational support for Global Talent and Inclusion & Diversity strategic initiatives
- Prepare materials and presentations for senior leadership teams across the enterprise, including the Executive Team, Board of Directors, and external organizations

Qualifications for global talent acquisition

- Solid knowledge and experience working either in-house or agency sides of recruiting
- Head of Talent Acquisition for corporate and sales functions
- In charge of creating/updating and implementing Talent Acquisition measures for corporate all sales locations in Japan
- Improve and always work to better integrate Talent Acquisition with other talent team functions
- Open to any industry