



Example of Talent Acquisition Sourcer Job Description

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Our company is searching for experienced candidates for the position of talent acquisition sourcer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for talent acquisition sourcer

- Collaborate with Talent Acquisition Partners to create and execute multiple cost-effective sourcing/recruitment strategies/plans (recruitment advertising, web-based job boards, educational programs, job fairs,) to identify, build and maintain a database of talent for referral to Talent Acquisition Team for current and future employment opportunities at Realogy
 - Recruiting/Sourcing for Technical cleared (S, TS, SCI) professionals
 - Collaborate with team to prioritize a variety of positions (Java Developers, Systems Engineers, Help Desk Support, IT Security Engineers, Network Administrators, etc)
 - Organize and document candidate notes and feedback using ATS
 - Supports Recruiters, Sr
 - Recruiting/Sourcing for various positions
 - Organize and document candidate notes and feedback using Bullhorn ATS
 - Building and maintaining an ongoing pipeline of potential candidates by identifying prospects through direct sourcing, web sourcing, networking, social media, user groups, research, referrals and other creative ways to fill the candidate pipeline
 - Working with the Internal Talent Acquisition team to deliver quality candidates to our internal clients
 - Managing new job requisitions, and identify and engage top talent, mainly reaching out to passive candidates
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- Ability to work in a fast-paced, creative environment
- The position typically requires a college or university degree and/or equivalent experience
- Ability to assess business needs and screen/ identify top candidates ability to analyze and interpret data including recruiting metrics
- Self-motivated and an excellent team player with the ability to manage multiple stakeholders in matrix environment
- Ability to identify and use a variety of recruitment channels (portals, social/professional networking sites) in order to meet the agreed Service Levels
- Volume hiring experience and working in a delivery organization or with a team of 10 or more resources will be a definite advantage