



# Example of Talent Partner Job Description

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Our company is looking to fill the role of talent partner. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for talent partner

- You will have end-to-end responsibility for the recruitment project (sourcing, attraction, screening) within the agreed on time, cost and quality standards
- You will partner with agencies and universities in order to attract talent
- You will facilitate and manage the project tasks, timelines and reports
- You will have the ability to influence the talent mapping of the organization by providing consultation to the managers
- You will be the main focal point and the subject matter expert for all recruiting related issues in the project
- Hire for technical, behavioral and cultural fit
- Ability to listen to what a leader and manager needs, structure the thinking, develop an approach and drive forward fast
- Flexible and differentiated thinking
- You will be the main focal point for the internal mobility process, handling employee's career progressions and international relocations
- Partner with the talent acquisition and HR teams to ensure smooth processing and handoff

## Qualifications for talent partner

- Attends career fairs for recruiting and company recognition
- Develops working relationships within colleges to aid in recruiting
- Coordinates presentations at colleges, attends student group meetings, and

- 1- 3 years of corporate and/or staffing agency experience
- Process orientation in a corporate environment