



## Talent Acquisition Specialist

- **Vacancy for:** 1
- **Posted on:** Dec. 13, 2017
- **Deadline:** Dec. 21, 2017, 11:55 p.m.

**Role:** Talent Acquisition Specialist, Human Resources

### Key Responsibilities:

- Responsible for developing appropriate talent acquisition strategies, and managing the end-to-end talent acquisition process to deliver agreed targets for roles within assigned business areas, ensuring that the right candidates are recruited, at the right time, at the right price
- Partnering with the business, the role holder will provide both consultative and transnational talent acquisition support to deliver a comprehensive and value added service, covering the recruitment of all employed worker (internal and external) local and cross border hires and transfers, ensuring all talent acquisition activity is aligned to and effectively communicate the employer brand
- Proactively search for, identify, network with and directly contact active and passive job seekers, both internally and externally, for hard-to-hire, evergreen and specific vacancies, sourcing the very best candidates using a variety of channels that are aligned to and effectively communicate the employer brand
- Efficient end to end applicant selection management for each vacancy i.e. timely review and short listing of applications, promptly updating applicants and responding to any queries, regarding interview and assessment arrangements, briefing and preparing candidates for interview.
- Follow robust hiring process by ensuring achievement of all key steps in the process such as obtaining necessary approvals, making of offer and preparation of offer letter
- Ensure pre-employment checks are completed in line with the global minimum standards, managing any discrepancies or delays with the vendor, candidate or hiring manager (as appropriate)

### Selection Criteria:

- Candidates with Master's Degree Specialization in Human Resources with at least 3/4 years' experience in recruitment & selection process
- Able to deal with high recruitment volumes as well as more specialist vacancies, managing multiple vacancies at any time across a variety of disciplines
- Sound communication and influencing skills, enabling the role holder to network effectively, establish quick credibility, build sustainable relationships, relate to candidates, and hiring managers, effectively push back on hiring managers / agencies and effectively promote Standard Chartered Bank to individuals
- Ability to deal assertively with conflict, and remain positive when under pressure
- Innovative, pragmatic, commercial, and customer-focused approach
- Capacity to think creatively and laterally
- Excellent reasoning skills and the ability to screen and interview applicants while making sound judgments on suitability for the role / organization
- In-depth experience of in house recruitment at a strategic level
- Proven experience in working in a complex matrix, with a broad base of cultures, dealing with demanding and fast-paced client groups
- Demonstrable knowledge of banking / HR products & services

### Applying Procedure

Apply Link : <https://merojob.com/talent-acquisition-specialist/>

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