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# Talent Acquisition Manager

Since its establishment in 2010, ABP Publishing has enabled nearly 1000 titles to reach listeners. Our company continues to experience steady growth, and we would like to extend an invitation for you to join us in shaping our ongoing success story.

Now we need the support of a skilled **Talent Acquisition Manager** who will:

- Manage end-to-end recruitment process within an appropriate and consistent timeline,
- Screen, interview, and prepare an ideal candidate for the role,
- Build a healthy pipeline by sourcing from job boards like LinkedIn, Indeed, Glassdoor, etc.,
- Have no fear in developing relationships with candidates by getting on the phone, engaging with candidates, and not just sending in-mails and emails,
- Support social media branding as it relates to recruiting initiatives ensuring the employer brand is consistent.

## Required Experience and Skills:

- 2 - 5 years of industry experience in the end-to-end recruitment life cycle,
- Experience in creating job role descriptions and requirements,
- Excellent Spoken and Written English,
- Excellent interpersonal skills,
- Problem-solving and analytical skills,
- Self-motivated, goal-oriented,
- Demonstrate the ability to work both independently and within a team structure.

## Benefits:

- Competitive salary and bonus for a tangible result,
- 25 days' annual leave plus eight bank holidays,
- Flexible working approach,
- Working from home.

If you're interested in the job opportunity, we'd love to hear from you! Please send us an email at [job@abp-publishing.com](mailto:job@abp-publishing.com) with your resume and a brief introduction of yourself. We'll review your application and get back to you as soon as possible.

Thank you for your interest in our company!