**Talent Recruitment Manager**

As a **Talent Recruitment Manager**, you will work with a management team dedicated to making decisions to support lasting client relationships and doing what is right for employees and the community. Our business thrives by people sharing a common value system of using our business as a force of good, are highly motivated and genuine.

* As part of the management team, you will be financially rewarded for meeting overall company performance goals as well as individual contributions. Local experience in attracting and retaining IT talent is a must, the successful candidate will put in extraordinary effort to learn our company and methods of employee engagement.
* Establish and maintain relationships with key organizations in the community that will support our talent pipeline, like technology user groups, colleges, certification programs, meet ups, etc.
* Help our community and partners understand our vision, mission and impact through recruiting marketing pieces and communications that you help create.
* Be viewed as a leader within Ingage who can bring together the right people/tools to solve issues.

**You’ll show us your abilities by demonstrating the following:**

* Ability to fill the funnel and maintain a solid pipeline of local IT talent in line with growing our business needs like Developers, Business Analysts, and Scrum Masters who are effective in a consulting environment.
* Source and recruit top talent that meets the needs of the business and is in line with our culture/values
* Support Human Resources regulations and compliance, HR trends, HR policy administration, Health and Wellness, HRIS, maintain employee files
* Maintains HR policies (employee handbook, educates employees on policies, communicates changes and answers employee questions)
* Support pre-employment process and on boarding new employees through employee engagement
* Demonstrated presentation skills in small and large groups
* Ability to prioritize and multi-task in a fast paced environment – problem solving is key
* Self-starter; ambitious and self-motivated with a relationship focused approach to recruiting
* Proven to thrive in an entrepreneurial environment; be agile and flexible
* Exceptional writing skills
* Strong organizational ability and time-management skills; unique ability to “own” tasks to their completion
* People person skills – you will need to be able to network within the community, as well as operate in a close knit team; building into people excites you!
* Bachelor’s degree from four-year college or university
* IT recruiting experience required
* HR experience/certification preferred
* High proficiency in Microsoft Word, Excel, PowerPoint

Email your resume to interested@ingagepartners.com