

Roles and Responsibilities- Talent Acquisition Sourcing

Purpose Of Role:	<p>The Talent Acquisition function at State Street is the internal department dedicated to identifying and managing the optimum sourcing channels for Talent across the State Street organization.</p> <p>In EMEA the Talent Acquisition function is focused on individual and/or groups of countries (depending on the size of the State Street operation in each location), and as such the Talent Acquisition Sourcing Specialist will be aligned to support a proportion of the geography or business area within a team, and is responsible for supporting all the sourcing needs in that area.</p> <p>The Talent Acquisition Sourcing Associate is responsible for the sourcing and pre-screening of qualified professionals with the ultimate goal of developing and maintaining a diversified team of candidates available for open positions. The primary components of this role are outlined below.</p>
Specific Duties:	<ul style="list-style-type: none"> Effectively utilize tools such as search engines, job boards, LinkedIn and social channels to source candidates Demonstrate success in direct sourcing techniques to include cold calling and internet searches Develop candidate talent pipelines through sourcing channels, recruitment campaigns, internet searches, networking groups, social media, database search, and referrals Build relationships with team members, candidates, the GHR wider community and professional network Identifies target companies, user groups, professional associations which could lead to qualified candidates Track and follow-up on all candidates; evaluated on the ability to connect with potential candidates and set interviews Generate and submit job postings on job boards and internal/external website Search resumes in applicant database and forward to appropriate hiring manager. Conduct initial phone interview screens to assess candidate's skill level, interest and cultural fit Determine the type of employment and company experience the candidate is seeking and respond accordingly Develop professional relationships with candidates to identify their goals and ambitions Fully explain the steps of the interview process to candidates so that candidates are clear on expectations Gaining market intelligence including and understanding of the talent landscape in targeted geographic locations Making initial candidate contact and building relationships with the primary focus on lead generation and development of new candidate prospects Driving all recruitment activities through the State Street applicant tracking system and ensuring that the local recruitment Policy is adhered to. <p>Fluent in French</p>
Work Parameters Or Boundaries:	<p>Performance Planning and Review System (PPR)</p>

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