



## Talent Acquisition Manager

**Fixed-term contract (12 months)**

**Salary:** £50,000-£55,000 dependent on experience

**Reporting to:** Head of Organisational Development

### About Us

At eConsult our mission is to transform the way that healthcare is delivered. We believe that our National Health Service should thrive. Our products are clinically-led and have been designed to enable our client practices to deliver safe and effective triaging. We are proud to say our products are widely adopted; eConsult is used in over 3,000 practices in the United Kingdom.

We are an innovative, ambitious and ethnically entrepreneurial business. Our team is 55+ people strong and we are currently looking for talented individuals to join our growing team. To learn more about us, please visit our website: <https://econsult.net/about-us/>

### Role Summary

As the Talent Acquisition Manager at eConsult you play a crucial role in building our future team and organisation. This is a brand new role and the first of its kind at eConsult. Therefore, you will define suitable strategies that we need to take to elevate our employer brand and profile, build a talent pipeline and engage prospective candidates.

We are growing fast, and you will enable us to successfully expand during a period of high-growth by attracting the right people to join our business. You will have significant responsibility for high-volume hires across all teams with a keen focus on the technology team.

As this role is fast-paced, it will require you to work systematically and proactively in a stand-alone capacity.

### Key Responsibilities

You will be responsible for:

#### Strategising

- Developing innovative and scalable recruitment strategies to secure top talent
- Designing and implementing creative solutions to build talent pipelines and execute on tactical research, referral generation, events and sourcing campaigns to minimise reliance on recruitment agencies
- Working with HR and Marketing teams to build Employer Brand and increase eConsult's presence and visibility in the job market (online and offline channels)

#### Sourcing Talent, Developing Relationships and Managing Process

- Finding, engaging and attracting passive candidates through a wide range of search techniques
- Screening CVs/profiles, conducting initial interviews and assessing candidates to determine suitability
- Owning social media presence and third party relationships in the context of hiring e.g. LinkedIn
- Tracking pipeline activity and updating stakeholders and hiring managers
- Evaluating candidates based on their capabilities and skills using reliable interview and assessment techniques

#### Partnering with Managers

- Working closely with Hiring Managers to deeply understand technical requirements of each role, function and how it fits into the organisation
- Supporting Managers in writing a compelling business case and job descriptions
- Training Managers on how to optimise use of the Applicant Tracking System
- Making recommendations about new hiring opportunities, operational efficiencies and industry updates
- Ensuring management information is continually accurate and tracking key metrics to drive continuous improvement

## Your Skills

To succeed in this role, you will need to have:

- The ability to engage and excite the best in their field to come and work for eConsult
- A strong business acumen; the ability to understand business priorities, opportunities, and challenges, and use these insights to direct your approach
- Excellent oral and written communication skills
- Effective interpersonal skills, the ability to use rapport to form effective working relationships and build a network
- An understanding and desire to stay abreast of industry-best practice to improve working practices at eConsult
- Adept in using Application Tracking Systems and MS Office

## Your Experience

We expect you to have:

- Extensive experience of talent acquisition in a technology company with demonstrable positive results
- A strong experience hiring technology team roles, including but not limited to developers, UX/UI and engineers
- A breadth of knowledge across all end-to-end elements of the talent acquisition cycle from job design and attraction all the way up to offer
- Bachelor Degree educated (or equivalent qualification/experience)

## In return, we offer:

- 25 days annual leave entitlement plus bank holidays
- Remote working for 2-3 days per week during interim period following lockdown
- Life assurance
- Rewards for success; we are results driven and offer bonuses based on performance
- Contributory pension scheme
- A remarkable opportunity to join an ethically entrepreneurial business where you can make a real positive to difference to our clients, their patients and society at large