

TALENT ACQUISITION SPECIALIST

CHELTENHAM/BROMLEY/FLEXIBLE

PERMANENT, FULL TIME (FLEXIBLE)

At iPipeline, we pride ourselves on our culture. We believe in an enthusiastic atmosphere, encourage innovation, depend on creativity, and strive for success. We value our employees and understand that our continued success as a company relies heavily on the success of every individual. Our employees describe iPipeline offices as fun, energetic, 'can do', professional environments.

We empower our people and provide them with the opportunity to pursue personal growth and career aspirations. We work hard and play hard. We celebrate success.

As the market leader in our industry, we deliver ground-breaking technology to the financial services industry. Working at iPipeline allows you to play a part in enabling digitisation amongst millions of lives and most importantly, making a significant difference in securing people's financial future.

Find out more at www.ipipeline.com/uk/



YOU CAN ENJOY:

- Innovative, inclusive and focused environment
- Flexible working
- Work/life balance
- New, contemporary, open-plan office space
- Company matched pension benefits
- Generous Life and Critical Illness Cover
- Perkbox membership (discounts and freebies)
- Competitive holiday allowance
- Well stocked kitchen of free soft drinks, tea, coffee and fruit
- An annual wellness allowance to keep you happy and healthy

PURPOSE OF THE ROLE:

To drive iPipeline's hiring strategy and to manage the end-to-end recruitment process building a talent pipeline for our business and ensuring an exceptional candidate experience.

You will focus on building strong stakeholder relationships and effective sourcing and engagement strategies, responsible for candidate lead generation, using varied channels to source potential candidates.

RESPONSIBILITIES:

- Recruitment of all roles across iPipeline in the UK with the main focus being on IT/Technology/Software Development roles.
- Identifying active and passive talent using a variety of methods.
- Building knowledge of the competitor market.
- Working closely with recruiting managers to understand their needs.
- Setting and working to agreed SLAs to ensure a highly efficient, candidate centric process
- Manage the PSL and develop this supplier list where required.
- Promote and support initiatives to encourage usage of the internal employee referral programme.
- Regularly report on all key recruitment metrics and use this information to drive the strategy.
- Monitor satisfaction of the recruitment process with all stakeholders.
- Proactively help to build iPipeline's EVP.

SKILLS/EXPERIENCE:

REQUIRED

- Recruiting experience either in-house or agency.
- Sourcing via social media platforms and job boards.
- Targeting passive candidates and building relationships.
- Working with 3rd party recruiters.
- Developing search strategies.
- Extremely strong communication, interpersonal skills with the ability to rapidly build relationships.
- Strong time-management and organizational skills with the ability to balance competing demands.
- Practical and demonstrable stakeholder management skills across all levels of the business.
- Interview skills.

DESIRABLE

- Experience in recruiting roles in technology.
- An understanding of the UK Financial Services industry.

PERSONAL SKILLS & BEHAVIOURS

- Strong networking skills.
- Highly organized with a collaborative approach.
- Ability to prioritise and work with multiple demands.
- Excellent communication skills, both written and verbal, with the ability to communicate confidently and effectively at all levels of the organization.
- Calm, helpful and friendly.
- Thrives when challenged with a strong desire to succeed.
- Responsible and accountable.

DON'T HAVE ALL THE SKILLS?

Don't worry.

You might not have everything listed above but you might have some valuable transferable skills and experience.

You might be returning from a career break or feel you have taken a wrong turn in your career.

At iPipeline, it's about you and what makes you tick, not ticking every box.

To apply please email cheltenham.recruitment@ipipeline.com with your CV and covering note (don't forget to include those transferable skills).

For information on how we store applicant information, please see our [Job Application Privacy Policy](#).