

TALENT RELATIONSHIP SPECIALIST

Level 3 Apprenticeship with embedded Certificate in Recruitment Practice



APPRENTICESHIPS

We personalise the learning experience and enhance knowledge and skills development

Predominantly employed within the recruitment sector, the Recruiter's role is to **identify and secure job opportunities** within client organisations. They attract candidates and successfully place them in those jobs in return for a fee. A Recruiter may focus on the supply of flexible workers, permanent placements or a combination of both.

Working to identify, **progress and convert sales leads** into new or existing clients. This may include activity in the **green economy**, something Tack TMI are heavily invested in.

Recruiter is a pivotal role within the recruitment sector. This apprenticeship provides successful learners with **routes for progression** into a number of more senior roles within the industry. Successful learners may choose to progress on to a higher level qualification or vocationally related programmes.

Tack TMI Bespoke Apprenticeships are a **solutions focused training provider** governed by sector specialists. Our programmes are **inspired by you and crafted by us**.

Our intuitive delivery methods underpin the trends and spirit of the UK 's economy climate which positively complements your organisation 's **Growth, Vision, and Success**.



Apprenticeship Level 3

Duration 13 months + 3 months EPA

Funding £7000

Value-Added Masterclasses

- Difficult Conversations
- Modern Selling
- Sustainability
- Prospecting
- Contingency Planning
- Analytical Skills

Delegates will leave this programme able to:

- Identify, progress and convert sales leads into new clients, candidates and placements as required
- Proactively and consistently strive to identify and obtain new business opportunities
- Source suitable vacancies in line with company policies and sales procedures
- Manage and profitably develop client relationships
- Identify and attract candidates using all appropriate methods to fill jobs
- Monitor responses/applications received and make sure that candidate applications are processed efficiently
- Shortlist and present suitably qualified applicants against defined job vacancies
- Manage the recruitment and selection processes by effectively liaising with the client, candidate and internal teams
- Successfully place suitable candidates with clients
- Advise clients and candidates on the legal, regulatory and ethical requirements and appropriate codes of practice when recruiting
- Advise candidates and clients on employee rights and responsibilities including equality, diversity and inclusion
- Accurately complete all necessary processes, payment and aftercare services
- Meet agreed Key Performance Indicators (vacancies taken, calls made, interviews etc.)

WE BELIEVE IN THE INDIVIDUAL



APPRENTICESHIPS

