

## **Senior Talent Acquisition Specialist**

Shoreham, NY

*Monday - Friday, 9:00am – 5:00pm*

**Salary: \$55,000 Base Salary | \$18,000 (Bonus potential) | \$73,000 Total!**

Shoreham, NY. Citizens Options Unlimited is an affiliate agency of AHRC Nassau which empowers people with intellectual and other developmental disabilities to achieve their goals through self-directed services. The longevity of our workforce speaks for itself; the agency provides a rewarding experience, values your diversity, and invests in your employment goals.

### **Here, we offer you:**

- **Low Cost, High Quality Healthcare Insurance** –*for you and your family*
- **Opportunities for you to advance your career**
- **Tuition reimbursement**
- **Management that is kind and listens to you**
- **A diverse, inclusive team that will support you and guide you every day**
- **A feeling of pride when you realize how many people you've helped**
- **Wellness incentives** – *weight loss, yoga at work, gym membership & more*
- **College Loan Forgiveness**
- **Housing Assistance to purchase your first dream home** – *in Nassau or Suffolk*
- **Employee Recognition** – *you'll be appreciated!!*

We currently have an amazing opportunity for a team-oriented professional with excellent organizational skills to consult with hiring Managers to understand their recruitment needs. You will develop sourcing strategies to leverage diverse, high caliber candidates, pre-screen candidates to assess their qualifications, monitor requisition status to ensure an efficient recruitment process for respective candidates and clients.

### **We require:**

- Bachelor's degree in Human Resources or related field
- Valid NYS Driver's license
- Minimum of 7-10 years' experience in talent acquisition/recruitment
- Proficiency in all MS Suite applications
- Client-focused, extremely detail-oriented, organizational skills
- Strong interpersonal, coaching skills and professional demeanor
- Must be flexible to work on multiple projects in a fast-paced, deadline-driven environment

### **Preferred:**

- Clinical recruitment a plus
- Experience with Applicant Tracking Systems (ICMS) preferred
- Experience recruiting in non-profit environment a plus

**Talk to us!** For an immediate virtual interview, e-mail [habdulhaqq @AHRC.org](mailto:habdulhaqq@AHRC.org).

- We will schedule your interview right away!

**Talent Acquisition: AHRC Nassau offers medical, dental, vision, retirement, life insurance, voluntary short/long term disability, paid time off, paid holidays, Scholarship offerings, AFLAC plans, child care, prepaid legal and much more!**