



Your Name

Your Profession

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8 Pink Street, City, Country 276260

Employer

Google



amazon



UBER

2005

2010

2015

2020

Client

Google



amazon



UBER

Region

New Zealand, Europe, Middle East, Africa, Latin America, Global and Asia Pacific

Industry

Telecommunications, Banking, Construction, Technology, Banking and Internet

Advisory



Advisory Board Member

Company Name  
2000 - Present



Company Advisor

Company Name  
2000 - Present

Education



University Name

City, State, Country  
1900 - 2000

Key Achievements

Bachelor of Social Science with a Double Major in Industrial / Organisational Psychology and Leisure Studies.



School Name

City, State, Country  
1900 - 2000

Key Achievements

Head Prefect, Captain of 1<sup>st</sup> XV, Accepted into Elam School of Fine Arts, Athletics Champion, Tennis Captain and Champion.



< Skill or Experience >

Built a business case to make local employer branding video content. johnsmith.com/content



< Skill or Experience >

Worked with the marketing team to create an in-app talent attraction campaign. johnsmith.com/content



< Skill or Experience >

Ran several campaigns for new businesses in new markets using social media. johnsmith.com/content



< Skill or Experience >

Used senior leaders as talent magnets and storytelling in EVP. johnsmith.com/content

## Experience



### **Job Title | Location**

Company Name in City, Country

Month 2000 – Present

ABC Company is a worldwide online transportation network company headquartered in San Francisco, California. ABC Company has more than 10,000 employees operating in 50+ countries and 400+ cities.

Reporting to the < TITLE OF YOUR MANAGER >, I am employed as the < TITLE OF YOUR JOB > for < LOCATION > which includes NEA, SEA and ANZ countries excluding China and India.

#### **Accountabilities with respect to this position are:**

- People management of over 50 staff (Leads, Recruiters, Sourcers and Coordinators)
- Lead on all operational aspects of hiring 2,000+ Full Time Employee (FTE) hires per year
- Headcount Planning and Capacity Planning for multiple businesses across APAC
- Accountable for the adoption of Recruitment Process, Policy and Procedure
- Responsible for the Employer Brand Marketing including social attraction campaigns
- International Project Management (including India, China, SEA, Japan and ANZ)
- Responsible for the implementation of RPO solutions across SEA, China and India
- Provide detailed Recruitment Analytics and Analytical Scenario Forecasting

#### **Key Achievements:**

- Hired, retained and performance managed a team that doubled team size within a year.
- Implemented a performance culture resulting in doubling recruiter hiring productivity.
- Led the business fundraising, design and activation of world-class marketing campaign.



### **Job Title | Location**

Company Name in City, Country

Month 2000 – Month 2000

ABC Company is a financial institution operating in 68 countries across the globe with more than 85,000+ employees and annual revenue of US\$18 billion.

Reporting to the < TITLE OF YOUR MANAGER >, I am employed as the < TITLE OF YOUR JOB > for < LOCATION > with global responsibility. I was promoted to full Product Delivery responsibility after leading Global Operations for over three years.

#### **Accountabilities with respect to this position are:**

- Lead a global Talent Acquisition function which comprised of 300-350 employees
- Drive the effective delivery of Talent Acquisition products across the organization
- Budget Accountability and Management for Talent Acquisition - US\$25-30M annually
- Permanent Recruitment Agency Budget Management - US\$25-70M annually
- Strategic Headcount Planning for the organization comprising of 85,000+ people
- Lead on all operational aspects of hiring of 20,000+ hires per year
- Accountable Executive on Transformational Change within Talent Acquisition
- Chair of key technology, risk and policy management governing committees
- Held responsible for management of Shared Services and Outsourcing relationships
- Accountable for background screening compliance of all hires across the organization

#### **Key Achievements:**

- Delivering over 10% cost savings in the first six months through driving efficiency
- Implemented Recruitment Process Outsourcing provider covering 53+ countries
- Secured funding to implement a new ATS using a compelling business case

## Experience (continued)



### **Job Title | Location**

Company Name in City, Country

Month 2000 – Month 2000

ABC Company is a financial institution operating in 68 countries across the globe with more than 85,000+ employees and annual revenue of US\$18 billion.

Reporting to the < TITLE OF YOUR MANAGER >, I am employed as the < TITLE OF YOUR JOB > for < LOCATION > with a global remit.

#### **Accountabilities with respect to this position are:**

- Full operational management responsibly for 20,000+ hires per year globally
- Built, hired and maintained Analytics, Shared Services and Vendor Management teams
- Budget Management for Talent Acquisition - US\$25-30M annually.
- Permanent Recruitment Agency Budget Management - US\$25-70M annually
- Volume based Capacity and Resource Planning for 300+ Talent Acquisition employees
- Headcount Planning for populations in excess in 85,000 people
- Led significant projects and change programs across the Talent Acquisition function
- Ran key management, performance and governance committees across the function
- Responsible for the review and assessment of all policies, process and procedures
- Built, maintained and developed Recruitment Outsourcing vendor relationships

#### **Key Achievements:**

- Delivering more than US\$15M annual recruitment agency spend savings
- Built teams that enabled detailed analytical insights for people and cost
- Developed detailed Key Performance Indicators to manage Time, Quality and Cost



### **Job Title | Location**

Company Name in City, Country

Month 2000 – Month 2000

ABC Company designs and sells consumer electronics, networking and communications technology and services. ABC Company has more than 65,000 employees and annual revenue of US\$36 billion.

Reporting to the < TITLE OF YOUR MANAGER >, I am employed as the < TITLE OF YOUR JOB > for < LOCATION >.

#### **Accountabilities with respect to this position are:**

- Budget Management - US\$8M for EM and US\$6.5M for APJ annually
- Headcount Planning for populations in excess in 10,000 people
- Accountable for the adoption of Staffing Process, Policy and Procedure
- Analytical Scenario Forecasting for Staffing Organization Modeling
- International Project Management (including India, China, Asia, Japan and ANZ)
- Develop and Establish Leading Indicator Analysis for Recruitment Process/Delivery
- Mitigation of Risk (e.g. Legal Compliance) through Governance
- Provide detailed Statistical Data on Recruitment Process/Delivery

#### **Key Achievements:**

- Delivered corporate cost savings equating to US\$4M
- Implemented detailed Analytical Leading Indicator Reports for the Business
- Improved Key Performance Indicator scores for Time, Quality and Cost