



Join a high-performing group with a purpose:
to grow a safer, cleaner, healthier future
for everyone, every day.

We are hiring for **Executive - Talent Acquisition** in **Halma India**

Location	Business Unit	Report to
Bengaluru	Halma Core	Lead - Talent Acquisition

About us

Halma is a global group of life-saving technologies companies, driven by a clear purpose. We are an FTSE 100 company with headquarters in the UK and operations in 23 countries, including regional hubs in India, China, Brazil, and the US

Our diverse group of nearly 50 global companies specialise in market leading technologies that push the boundaries of science and technology.

For over 50 years, the combination of our purpose, strategy, people, DNA and sustainable business model has resulted in **record long-term growth in revenues and profits and an increase in dividend by $\geq 5\%$ every year**– an achievement unrivalled by any company listed on the London Stock Exchange.

Halma India fulfils the potential of the region by harnessing the diverse talents, expertise, infrastructure, and operational

We have a team of over 250 professionals representing commercial, digital and support functions across our seven offices in India, two in Bengaluru and one each in Delhi, Mumbai, Thanjavur, Vadodara, and Ahmedabad.

HALMA INDIA IS CERTIFIED AS A GREAT PLACE TO WORK.

Here's why working with us is fulfilling:

We offer a safe and respectful workplace, where everyone can be who they 'REALLY' are, feel free to bring their whole selves to work and use their unique talents, knowledge, expertise, experiences, & backgrounds to create meaningful outcomes.

We nurture entrepreneurial spirits and empower them to think beyond the possibilities, to discover, shape and build their own unique stories. Our diverse businesses and operations provide fulfilling opportunities to grow as individuals and make an impact.

We are simple, humble and approachable, and we believe in leadership at all levels to bring our purpose to life. Everyone at Halma India makes an impact, and so do you when you join us!

Halma India is an equal opportunity employer, which means the base of our recruitment decisions is always on skills, competencies, attitudes, and values. We are committed to hiring from diverse backgrounds without regard to age, ethnicity, religion, marital status, disability status, sex, gender identity, or sexual orientation.



Detailed job description

Position Objective (The purpose of the role in the current business/market scenario)	The person in this role will be responsible for supporting the recruitment. Working closely with the Talent Acquisition team and utilizing job portals to their fullest potential for closing positions. Ability to access the fitment into the company from the values & the cultural aspects.
Responsibilities (KRAs / deliverables/job expectations)	• Work with the Talent Acquisition team to understand the given position & Job description. • Use social media networks to look for and connect with potential candidates. • Interact with professionals on niche platforms, like GitHub, Stack Overflow. • Review online portfolios and resumes to pre-screen candidates. • Responsible for sourcing candidates through job portals/social media/Google Xray search, proactively building a talent pipeline with a focus on diversity sourcing. • Responsible for conducting screening & interviews to ratify the data on the candidate's resume. • Identify future hiring needs and proactively source potential hires. • Administering the written test & facilitating the interview process. • Measure and report on sourcing metrics. • Maintain & update the MIS & the recruitment trackers, tools on a timely interval.
Critical Success Factors (critical / high-impact aspects of the role)	• Ability to access talent quality from profiles. • Ability to make a positive impact on potential candidates.
Academic qualification	• BE / MBA/PGDM (Human Resources).
Experience (exposure)	• Work experience: from 1 to 2 years
Key Attributes (Critical Functional Competencies)	• Good communication skills. • Organized and process-oriented • Proactive and independent. • Willingness to learn.
Competencies (fundamental skills and attitudes)	• Good knowledge of MS Office applications. • Good knowledge of sourcing through job portals. • Good understanding of job requirements & align candidate profiles.

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