



Talent Acquisition Manager

Ideally based in Brighton & Hove

Highly Competitive Salary & Benefits

Based on Experience

Passionate About Total Security Management



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Are you an experienced Talent Acquisition Manager passionate about recruiting the finest talent? Are you an agency recruiter, looking to become an internal facing recruitment expert, or an internal recruiter looking to make the next step in your headhunting career? Do you believe in consistency and quality to find the very best and talented candidates? Are you itching for an opportunity to spread your wings?

The last nine years have seen consistent revenue growth for ZeroDayLab and expansion across the globe. Our holistic approach to Total Security Management and commitment to the best possible levels of service delivery and technical expertise has enabled us to win an enviable and loyal client portfolio in the UK, Ireland, Holland, other parts of Europe and the US.

We are now seeking an experienced Talent Acquisition Manager as next year is going to be a Big One! Don't worry if you only have UK experience, it's a great place to start. As a member of the ZeroDayLab team, you will be a strategic thinker and key to driving our next level of strategic growth, by finding important and strategic hires.

Extremely competitive guaranteed salary (no more commission dependent activities), bonus and benefits package including EMI Share Options, Private Family Healthcare, and Pension, and more is on offer to the right candidate.

The Company:

One of the UK's leading, award-winning Cyber Security consultancies with a Global presence. This role is a vital part of our rapidly expanding team. The Talent Acquisition Manager will report directly to the Finance & Operations Director and assist in all levels of recruitment across all departments. Your initial focus will be in the UK but expanding globally as and when the business requires.

ZeroDayLab is a vibrant and progressive company with an agile team that is passionate about what we do and an office culture that is one of dynamism and strong teamwork in a relaxed but demanding environment. Our service delivery mantra is Consistency, Quality, On Time, Every Time and In Budget.

The successful candidate will be ideally based in our Brighton & Hove offices (or from our London office in The Minories or from home, we are flexible for this permanent role with ZeroDayLab.

Your next right move:

You will be collaborating with various departmental managers to plan and identify staffing needs whilst taking responsibility for the oversight of our full recruitment-cycle and strategy. You will ensure the best appointments are made at the right time, to continue driving our business growth. You will be determining selection criteria and sourcing the very



best potential candidates through various channels including social platforms (LinkedIn Recruiter), job boards and utilising your own professional network. To be successful in this role, you should be able to develop long-term recruiting strategies and nurture trusting relationships with potential hires. You will need to be an enthusiastic person who is self-sufficient, trustworthy and dependable as you will be an integral part of the team. Ultimately, you will create strong talent pipelines for our company's current and future hiring needs. You must be able to work to deadlines with accuracy and efficiency. You will be an outgoing, self-assured individual with common sense who is a team player.

Knowledge about our industry and Cyber Security is critical. **You will not be sourcing candidates through Recruitment Agencies.** Your role is to reduce any dependency on these agencies to source the right candidates for ZeroDayLab.

Roles and Responsibilities (including, but not limited to):

- Coordinate with the Board and hiring managers to identify staffing needs
- Determine selection criteria
- Source potential candidates through various channels (e.g., social platforms and professional networks)
- Planning and ensuring the selection procedures are followed
- Doing screening calls, assessments and in-person interviews
- Assess candidate information, including CVs and contact details, using an Applicant Tracking System
- Design job descriptions and interview questions that reflect each position's requirements
- Lead employer branding initiatives
- Organise and attend job fairs and recruitment events
- Forecast quarterly and annual hiring needs by department
- Foster long-term relationships with past applicants and potential candidates

Key skills:

- Proven work experience in Cyber Security/IT recruitment / head hunting
- Familiarity with social media, LinkedIn Recruiter and various Job Boards
- Strong professional networking skills
- Hands-on experience with full-cycle recruiting using various interview techniques and evaluation methods
- Excellent verbal and written communication skills
- A keen understanding of the differences between various roles within organisations
- Proficient user of MS Office
- Ability to plan and prioritise effectively, well organised
- Interpersonal and communication skills



The successful candidate will need to provide suitable references and will be required to have background clearance checks; employment will be subject to the results of this screening. In the first instance, please provide your current CV and contact details to Ms Crystal Chaplick, ZeroDayLab Human Resources Manager at cchaplick@zerodaylab.com. For further information, please visit www.zerodaylab.com

Benefits

- Competitive salary with annual reviews
- Performance-related bonuses
- Company pension scheme
- Private Healthcare for the entire Family
- Company Share Option scheme
- Length of Service is linked with increases in allocated holiday days
- Car Allowance (for certain positions)
- Parking / Season ticket scheme
- Childcare Voucher scheme
- Bonuses for employee referrals
- Structured learning and development plans which can include support for professional qualifications
- Entertainment and social activities
- Annual eye tests