

TALENT ACQUISITION SPECIALIST

Gray Matter Analytics is seeking a **Talent Acquisition Specialist** to join our growing team.

WHO WE ARE Gray Matter Analytics is a team of entrepreneurial business strategists and healthcare industry leaders focused on building actionable data-driven insights through the use of advanced analytics capabilities delivered through the cloud. Our team is uniquely positioned to deliver value to our clients with strong expertise in key domains including clinical, healthcare operations, finance, technology as well as data management, data analytics and data science.

WHAT WE DO We transform healthcare organizations into data and insights-driven enterprises. Using descriptive, diagnostic, predictive and prescriptive analytics, we develop evidence-based insights and recommendations that enable healthcare organizations to be proactive in reducing costs and increasing efficiency while enhancing quality and improving outcomes. We bring the right insights to the right stakeholder at the right time to improve decision making abilities.

HOW DO WE DO IT Through our proprietary CoreTechs[®] Analytics as a Service (AaaS) suite of solutions, we deliver enhanced analytic capabilities across the full value-chain to facilitate payer and provider collaboration and support the transition to value-based care. Our solutions enable healthcare organizations to maximize the value of their data assets faster and with less investment than conventional approaches. We utilize an end-to-end approach with integrated advisory services to ensure our Clients fully realize the value of their investment in advanced data analytics solutions.

Responsibilities

Position Responsibilities

- Support candidates throughout all stages of the application and hiring process and ensure a signature candidate experience.
- Build and manage relationships with internal stakeholders and business leaders to understand hiring forecasts and recruiting priorities and to fill critical hiring needs in a timely manner.
- Deliver comprehensive support and consultation to business hiring groups in full life cycle recruitment process.
- Identify and manage stakeholders and influencers to accelerate and manage recruitment process.
- Drive recruiting activity for aligned client groups for their technical professional hiring needs.
- Build and leverage external relationships with technical/diversity/professional associations, to help shape sourcing strategy and develop future talent pipelines.
- Proactively research new recruitment methodologies, competitive intelligence to create innovative sourcing strategies. Conduct external benchmarking to understand

competitive recruiting landscape and influence best practices with team and stakeholders.

- Participate in and/or lead diversity recruiting strategies to attract a diverse workforce to Gray Matter by hiring talented people of varied backgrounds, experiences and styles.
- Effectively leverage social media tools
- Meet/exceed key recruiting performance metrics.
- Set high recruitment standards ensuring operational excellence and compliance.

Qualifications:

- Proficient in the use of social media and job boards
- Willingness to understand the duties and competencies of different roles
- Working knowledge of Applicant Tracking Systems (ATS) and databases
- Excellent communicator
- Minimum of 3 years experience in recruiting and onboarding assistance
- BSc/BA in business administration, human resources or relevant field
- Understanding recruiting metrics to make sound decisions and meet performance expectations
- Ability to prioritize and manage various tasks simultaneously