

Carhartt is the original US workwear brand that has been creating high quality workwear since 1889 to serve and protect hardworking people. Our products are robust and excel in durability, comfort, functionality, fit and styling. Customers and craftsmen appreciate our products and have often been fan of our legendary American brand for many years. Our products can be used for many (professional, crafts and active outdoor) activities and can be worn during and after work.

For our HR team at Carhartt EMEA/PAC, we are now looking for a new team member:

Talent Acquisition Associate (24 – 28 hpw)

This position is responsible for full-cycle recruitment of new talent to Carhartt. The role will use different available and/or needed sourcing methods to fill openings (vacancies) for Carhartt EMEA/PAC.

The Talent Acquisition associate obtains knowledge on organizational structure and teams, processes and roles to select the right candidates and conduct interviews. This role closely collaborates with the HR team members as well as leaders, to ensure efficiency prior, during and following the recruitment process. This role will also support associate experience and talent development efforts.

The Talent Acquisition associate reports to the Sr. HR Manager and works closely with the other HR team members (HR Business Partner and HR & Payroll Officer) as well as with department and team leads.

Duties and responsibilities

- In collaboration with the Sr. HR Manager, HR Business Partner and relevant leaders, discuss and create the annual recruitment plan (incl. timelines) based on the recruitment budget for the fiscal year.
- Based on the Job Profile of the opening position, create the online vacancy profile.
- Post the vacancy on LinkedIn Recruiter and other recruitment channels, the Carhartt EMEA/PAC website career page.
- Manage the candidate pipeline on direct recruitment channels: review applications and work with relevant leaders on first selection of candidates. If needed, active (online) sourcing of candidates will be required for the recruitment process.
- Manage recruitment process: final candidate selection, planning of interviews according to agreed selection process, conduct first interviews and/or participate as HR representative in interviews, handle all communication prior, during and after the recruitment process.
- Work with the HR Business Partner on job offers.
- Work with the HR & Payroll Officer, IT team and leader on onboarding process.
- Contribute to (revisions to) the onboarding process and (new) associate experience.
- Following successful hiring, ensure vacancy is closed / removed from recruitment channels including website career page.
- In case of involvement of a recruitment agency: initiate contact with agency consultants, discuss profile, employee benefits, entry requirements and other details, manage candidate pipeline.
- Perform additional tasks in support of the HR team related to learning and talent development, labour market developments etc.

What do you bring to the table?

- MBO 4 / HBO Bachelor HRM or equivalent business experience.
- At least 3 years of practical working experience in a recruitment role with similar or related tasks and responsibilities (preferably) in combination with talent & associate experience HR support tasks.
- Work experience in the apparel, fashion or related industry (or as a recruiter, working for customers in the apparel industry) is an advantage.
- Basic knowledge about organizational structures, professional disciplines and roles is required.
- Proficient knowledge of LinkedIn Recruiter.
- Ability to establish priorities, manage deadlines and exercise professionalism in interactions with internal and external stakeholders.
- Strong communication skills, able to interact with a diverse audience at all levels.
- Knowledge of labour law, hiring practices and interview techniques.
- Ability to work independently, quick learner with the ability to gather information from various sources and work in a team environment.
- Experience in working with HR systems (currently BCS, Dayforce, Microsoft applications).
- Multi-lingual abilities: English and Dutch at business level is a must, proficiency in other languages is an advantage but not required.
- Working experience in multi-language, multi-cultural business environment is an advantage.
- You are able and willing to expand your work week in due course upon future team needs.
- You are living in the greater Amsterdam area.

What do we have to offer?

Carhartt is a family-owned company for 135 years now and stands for transparency, honesty, authenticity, and respect. The Carhartt EMEA/PAC team currently consists of around 80 associates. We offer a 37-hour week, a hybrid way of working, a strong employee benefits package, 25 leave days per year. We supply you with home office equipment in case you would like to work from home for part of the (hybrid) workweek. Finally, we have a great EMEA team that we would like you to join in our beautiful office in Amsterdam-Oost!

Employee benefits:

Salary range € 3.375 - € 3.500 gross per month (fulltime)

We offer a performance-based bonus, non-guaranteed, based on (global) company/team/individual annual goals.

We start with a 7-month employment agreement, followed by a 1-year agreement.

Please note that we are Carhartt workwear and *not* Carhartt Work in Progress, which is a different company and not part of the original Carhartt brand.

Application process

We will (only) contact candidates with a suitable background (see entry requirements) and potential match for this role who live in the greater Amsterdam area. Please apply with your CV (Resume) and motivational letter. The first interview will be online (via Teams), the second interview will take place at our office.

Interested? We would like to hear from you!