<Insert First and Last Name>

**All interested applicants are required to submit a Statement of Qualifications (SOQ)**. You must provide direct responses to each of the numbered items listed below. Please include specific examples of your education, training, and/or experience. Limit your SOQ to a maximum of two (2) pages, single-spaced, twelve-point Arial font.

1. Tell us about your experience designing and overseeing recruitment and talent acquisition operations for an organization.
   1. Overview of experience related to question #1.

<provide narrative here, including number of years>

* 1. What was the scale?

<provide narrative here>

* 1. What were the results?

<provide narrative here>

1. Tell us about your experience managing the many facets of talent operations, including recruitment, hiring, employee engagement and development activities. Please include the number of years of relatable experience.
   1. Overview of experience related to question #2.

<provide narrative here, including number of years>

* 1. Specific experience with managing recruitment and hiring activities.

<provide narrative here>

* 1. Specific experience with employee engagement and development activities.

<provide narrative here>

1. Tell us about your experience creating best practices and/or processes that promote diversity, equity, and inclusion in the workplace.
   1. Overview of experience related to question #3.

<provide narrative here, including number of years>

* 1. What was your involvement?

<provide narrative here>

* 1. What was the result/impact?

<provide narrative here>