

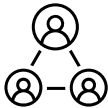
Pfizer SourceAble Hiring Manager Expectations



Hiring manager needs to complete the required Insights & Understanding Training prior to SA submitting talent against the req



The SourceAble Account Manager should be invited to the position intake meeting within 48 hours of the req being opened to SA.



TA/HM will receive Tuesday/Thursday submittal emails from SA



Candidate Interview

- Up to **3 SA talent are submitted per req**; any talent submitted is considered qualified and goes directly to HM for review.
- **HM MUST interview a minimum of one talent**
- **HM must provide *detailed* feedback on all, regardless if moving forward.**
- HM/TA includes SA AM on all interview invites
- **Detailed and specific feedback from HM** on submitted talent should be received within 2 weeks of the job closing
- All reqs where talent feedback is not received within 2 weeks of req closing in workdays will be **escalated to SLT and manager cc.**