ROLE DESCRIPTION
RECRUITMENT PARTNER

WHAT YOU DO	WHO YOU ARE	HOW YOU DO IT
You lead and deliver the full recruitment lifecycle, acting as a trusted advisor to hiring managers and ensuring a smooth, high-quality candidate journey from sourcing to onboarding. You drive talent attraction, assessment, and process excellence through data-driven, collaborative, and values-aligned recruitment practices.	You are a skilled recruitment professional with strong stakeholder-management, communication, and advisory abilities. You combine analytical thinking, sourcing expertise, and a collaborative mindset to attract top talent and deliver consistent, high-quality hiring outcomes.	By acting in line with our Values, having a growth mindset and acting as role model, you contribute to H&M's business success through people engagement. No matter what your role may be at H&M – WHAT you do is as important as HOW you do it.

WHAT YOU DO Your responsibilities	
Recruitment Delivery & Candidate Journey	• Recruitment Delivery: manage the full life-cycle of assigned roles, ensuring high expertise and quality • Job Offers and Onboarding: prepare, deliver, and negotiate job offers, provide feedback to candidates, and ensure a smooth handover to pre-boarding
Talent Sourcing, Assessment & Partnership	• Advisory and Business Partnership: serve as a partner and advisor to hiring managers, ensuring expectation alignment and effective communication • Advanced Talent Sourcing Strategy and Assessment: build attraction strategies to proactively source top talents, develop proactive pipelines for key roles and pitch roles using functional EVP • Competence Assessment: assess and steer the competence assessment process and prepare business interviews and advise on hiring decision
Process, Collaboration & Performance Improvement	• Process Implementation & Cross Functional Collaboration: enable seamless communication between People Lifecycle, People Specialist Partnering and Business Functions to execute on process changes and adapt to business needs • Performance Monitoring and Improvement: connect recruitment strategy to Recruitment Leads roadmap, monitor performance KPIs and metrics, define action plans, and identify areas for improvement

WHO YOU ARE Your knowledge: Education, skills, experience	
Education	• Degree in Human Resources, Business, or related field
Skills	• Strong stakeholder management and advisory skills • Proficiency in sourcing tools, recruitment systems, and data-driven hiring approaches • Excellent communication and negotiation abilities • Ability to manage multiple priorities in a fast-paced, collaborative environment
Experience	• Proven experience in full-cycle recruitment or talent acquisition

HOW YOU DO IT

Your behaviours: living the values, having growth mindset.
No matter what your role may be at H&M – WHAT you do is as important as HOW you do it.

Our Values

Our values have both guided and united us since 1947. They are the foundation of our culture, embedded in everything we do and everything we create.

- We are one team
- We believe in people
- We are entrepreneurs
- We make constant improvement
- We are cost conscious
- We are straight forward and open minded
- We keep it simple

Values in action

Our values are put into action through their key behaviours/competences, that guide everyone here to perform a task successfully regardless of role. See below.

- Collaboration (e.g., the ability to be collaborative, inclusive, engaging)
- Empowerment (e.g., the ability to be empowering, trusting, listening)
- Innovation (e.g., the ability to be innovative, risk-tolerant, flexible)
- Improvement (e.g., the ability to be action oriented, taking ownership, willing to learn)
- Resourcefulness (e.g., the ability to be resourceful, responsible, proactive)
- Honesty (e.g., the ability to be open-minded, sincere, self-aware, feedback culture)
- Clarity (e.g., the ability to be clear, efficient, effective)

More detailed examples of how the key behaviors/competences can be expressed can be found in the document Values in Action Overview.pptx, please click on link to access.

OUR VALUES are the starting point for how we act. They form a red thread throughout the competences needed in your role