

Recruitment Strategy Effectiveness Review

Date: [Insert Date]

To: [Insert Recipient Name]

From: [Your Name]

Subject: Review of Recruitment Strategy Effectiveness

Dear [Recipient Name],

I hope this message finds you well. As part of our ongoing efforts to enhance our recruitment processes, I would like to present a review of our current recruitment strategy's effectiveness.

1. Objectives of the Review

- Assess the overall efficiency of our recruitment channels.
- Evaluate candidate quality and retention rates.
- Identify areas for improvement in our selection process.

2. Methodology

We conducted a survey among recent hires and analyzed performance metrics to gather insights into our recruitment efforts.

3. Findings

Key findings include:

- High satisfaction rate with our online application process.
- Lower than expected retention rates within the first year.
- Strong preference for internal referrals among successful hires.

4. Recommendations

Based on the findings, I recommend:

- Enhancing our onboarding process to improve retention.
- Increasing outreach for internal referrals.
- Reviewing job descriptions to better align with candidate expectations.

5. Next Steps

I propose a meeting to discuss these insights and brainstorm further strategies. Please let me know your availability next week.

Thank you for your attention to this important matter. I look forward to your feedback.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]