

Letter Template for Recruitment Policy Overhaul

Dear [Recipient's Name],

We are pleased to announce an overhaul of our recruitment policy to better incorporate skill-based hiring practices. This initiative aims to align our talent acquisition strategy with the organization's commitment to fostering diversity, equity, and inclusion.

Effective [Start Date], the following changes will be implemented:

- Job descriptions will focus on the required skills and competencies rather than traditional qualifications.
- Our recruitment process will emphasize practical assessments and real-world tasks to evaluate candidates' skills.
- Training will be provided for hiring managers to recognize and mitigate biases in the hiring process.

We believe these changes will help us attract a broader range of talent and select candidates who can truly contribute to our success. Your feedback is invaluable as we roll out these changes, and we encourage you to share your thoughts.

Thank you for your continued support and collaboration as we strive to create a more effective and inclusive hiring process.

Sincerely,
[Your Name]
[Your Position]
[Your Company]