

Talent Acquisition Listing Proposal

Date: [Insert Date]

From:

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]

To:

[Client's Name]

[Client's Company Name]

[Client's Address]

Dear [Client's Name],

I am writing to propose a comprehensive talent acquisition listing service tailored to meet the specific needs of [Client's Company Name]. With the ever-evolving job market, it is essential to attract and secure top talent efficiently.

Services Offered:

- Customized Job Listings
- Talent Sourcing
- Candidate Screening
- Interview Coordination
- Feedback and Reporting

Proposed Timeline:

The proposed timeline for the project is as follows:

- Initial Consultation: [Insert Date]
- Job Listing Creation: [Insert Date]
- Launch of Listings: [Insert Date]
- First Round of Interviews: [Insert Date]
- Final Selection: [Insert Date]

Investment:

The total investment for the outlined services is [Insert Amount]. A detailed breakdown of costs is attached for your review.

I believe our expertise in talent acquisition can significantly benefit [Client's Company Name], and I am eager to discuss this proposal further. Please feel free to reach out to me at [Your Phone Number] or [Your Email Address] to schedule a meeting.

Thank you for considering this proposal. I look forward to the opportunity to work together to enhance your talent acquisition strategy.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]