

Talent Acquisition Specialist
Engineering Link, Toronto, ON**Engineering Link is growing its team.**

Engineering Link is expanding across the organization and investing in the people who will support that growth. We are seeking a Talent Acquisition Specialist to help attract, assess, and secure high-quality talent in Building Envelope, Structural Engineering, and related support roles.

This is a high-impact opportunity for a recruiter who understands the engineering consulting market, can build strong candidate pipelines, and can partner confidently with HR and senior leadership to support strategic hiring decisions.

There is opportunity to grow into a Human Resources business partner capacity for the departments across the Firm. Specifically, assisting departments with Human Resources items beyond recruitment and providing day-to-day support to the Leader of People and Culture.

To qualify for this role, you should bring experience in the following areas:

- Direct recruitment experience within Building Envelope, Structural Engineering, engineering consulting, or closely related technical recruitment markets.
- Proven ability to source and engage passive candidates via cold calling, including experience using LinkedIn Recruiter.
- Experience working in an engineering consulting firm or a recruiting agency focused on comparable technical roles.
- Ability to work primarily from our downtown Toronto office.
- Ability to lead an interview process and present clear candidate recommendations to HR and senior leadership.
- Experience using salary surveys, compensation benchmarking, and market data to support hiring decisions.
- Strong negotiation, relationship-building, and candidate management skills.
- Willingness to travel to career fairs at universities, colleges, and industry events.

Successful candidates will be self-motivated, collaborative, and committed to building strong professional relationships with colleagues, candidates, and external partners.

Skills

- Adaptable: able to pivot based on hiring priorities, project needs, and stakeholder expectations.
- Entrepreneurial: ambitious, people-focused, and committed to delivering high-quality recruitment outcomes.
- Proactive: takes initiative, solves problems, and brings thoughtful recommendations forward.



- Collaborative: builds positive relationships with colleagues, hiring managers, candidates, and external partners.
- Strong communicator: clear and professional in verbal, written, and candidate-facing communication.
- Organized: able to manage multiple searches, stakeholders, and deadlines with accuracy and follow-through.
- Independent and team-oriented: able to work autonomously while contributing effectively within the HR team.

Responsibilities

- Develop targeted job postings aligned with hiring strategies, job descriptions, and market positioning.
- Source and engage qualified candidates through direct outreach, referrals, LinkedIn Recruiter, associations, and industry networks.
- Pre-screen, qualify, and shortlist candidates based on role requirements and business needs.
- Develop and recommend interview questions that support consistent, informed hiring decisions.
- Provide consultative advice to management teams on talent acquisition, sourcing, candidate assessment, and recruitment strategy.
- Build talent acquisition plans for assigned departments and evaluate recruitment results to recommend improvements.
- Develop relationships with industry associations, universities, colleges, and other external talent channels.
- Lead professional, structured interviews and summarize candidate strengths, risks, and fit.
- Coach hiring managers on interviewing, candidate evaluation, selection decisions, and candidate communication.
- Track and maintain recruitment activity reports, pipeline updates, and hiring metrics.

Qualifications

- More than five years of experience in recruitment or talent acquisition roles.
- Demonstrated experience conducting full-cycle recruitment.
- Experience recruiting for engineering consulting, technical professional services, or comparable specialized roles.
- LinkedIn Recruiter experience.
- Existing network of qualified candidates within engineering consulting or related technical markets.
- Degree in Human Resources Management or a related discipline, or an equivalent combination of education, training, and experience.
- Knowledge of recruitment, staffing, and relevant employment legislation.
- Excellent communication skills and a professional, positive approach.
- Ability to manage multiple priorities and daily recruitment activities effectively.



Application Requirement

Applicants are asked to submit a resume for consideration. Engineering Link is committed to promoting diversity, inclusion, and employment equity. Applicants requiring accommodation at any stage in the recruitment process may contact Human Resources.

We thank all applicants for their interest in our firm. Please note that only candidates selected for the next step in the recruitment process will be contacted by Human Resources.