



Job Profile

Talent Acquisition Partner

Group: People & Governance

Job Summary

To be completed by People and Culture team			
Job Family	Human Resources	Career Stage	D
Job Function	HR Operations/General	Career Stream	Professional
Coverage EA = Enterprise Agreement ICE = Individual Contract of Employment	EA	Last Modified Date	10/07/2026
To be completed by Manager ~ (Team Size relates to People Leadership)			
Work Environment	Hybrid	Team Size	0
People Leader	No	Indirect Team Size	0

Who we are.

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

Job Purpose

Provide dedicated talent acquisition partnering support, guidance and services to managers and senior leaders within Sydney Water to attract and retain, high quality, diverse talent into Sydney Water.



Job Specific	• Provide expert advice on quality recruitment, attraction and talent resourcing methodologies that respond to business requirements, support organisational strategies and build organisational effectiveness. • Coach and develop key stakeholders to apply a standard approach to talent resourcing and identify opportunities for improvements to talent acquisition practices to support the development of a quality workforce to meet current and future talent needs. • Build and maintain strong relationships with key business customers and stakeholders across the organisation through consultation and collaboration, responsive advice and service ensuring recruitment, attraction and talent resourcing programs are integrated into business unit programs and practices. • Drive and assist managers and senior leaders with end-to-end recruitment processes to support and create a positive workplace culture and optimise business outcomes. • Engage and consult with stakeholders to identify their requirements and use this information to enable organisational direction, strategy and action. • Promote the positive and collaborative culture and values of the organisation through open, fair and transparent decision making and ethical, professional behaviour. • Maintain current professional knowledge to develop and implement robust and innovative talent acquisition solutions to meet the dynamic needs of the organisation in a complex industrial environment. • Provide quality advice and consultation while managing conflicting business priorities and agendas to deliver critical talent projects on time in a complex and ambiguous organisational context.
---------------------	--

Education / Qualifications

Required	
Desired	Relevant tertiary qualifications such as a degree or Diploma in HR or business or experience deemed equivalent.

Certifications / Licences

Required	
Desired	

Experience

Required	- Demonstrated experience in talent sourcing and successful project management. - Excellent communication and organisation skills, attention to detail and the ability to influence hiring outcomes - Exceptional relationship building skills, with the ability to coach and influence at all levels across the organisation (including Executive Leaders) - Ability to interpret data and trends to develop data driven solutions for stakeholders.
Desired	



Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

Enterprise Capabilities (C-E)			
Capability	Descriptor		
Accountability	Ensures that own actions and those of others are focused on achieving goals and owning the outcome, in a safe, inclusive collaborative way.		
Agility	Adapts readily to change and encourages alternative views by using a range of interpersonal communication skills. Develops and coach’s others while being aware of impact on others.		
Innovation	Develops innovative outcomes to solve problems in ways that are not immediately evident and encourages new ideas and thinking in others.		
Functional Skills			
Skill	Priority	Essential or Desirable	Proficiency level
Talent Acquisition	1	Essential	Intermediate
Talent Sourcing	2	Essential	Intermediate
Stakeholder Management	3	Essential	Intermediate
Relationship Building	4	Essential	Intermediate
Interpersonal Communications	5	Essential	Intermediate
Business Writing	6	Essential	Intermediate
Troubleshooting (Problem Solving)	7	Essential	Intermediate
Time Management	8	Essential	Intermediate
Proficiency Level Descriptors			
Developing - Building practical experience, needs continued coaching.			
Intermediate - Independent execution, minimal guidance.			
Advanced - Fully independent execution, coaches’ others.			
Mastery - Strategic, sought as expert internally and externally.			

Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorised people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.