



Role: Talent Acquisition Specialist

Area: Gas Networks Ireland

Sub-Area: People

Location: Cork

Salary: E (€51,596 - €77,394)

Duration: Specific Purpose **Ref:** GNI113

Gas Networks Ireland operates and maintains Ireland's €3 billion, 14,758km national gas network, supplying reliable energy to more than 720,000 homes and businesses. The network delivers more than 30% of the country's total energy and 40% of its electricity generation.

We are dedicated to achieving net zero and advancing the energy transition through integrated planning and collaboration with the energy industry. To realise our vision and to be at the heart of Ireland's energy future, we are committed to transforming our network to achieve net zero carbon emissions onboarding biomethane and green hydrogen.

We have a proud legacy, and our values guide how we work every day - drawing on our experience, doing what's right for each other and our communities, and staying energised for the change ahead.

When you join Gas Networks Ireland, you become part of an organisation that invests in its people. We are committed to supporting your growth and wellbeing in a workplace where everyone can contribute and thrive.

The closing date for receipt of applications for this vacancy is the **12th of June 2026**, and applications submitted after this closing date will not be accepted. Please note that, if your application is successful, your starting salary will be determined within the pay range based on your skills and experience. The market reference point (midpoint) of the range typically represents the higher end of the initial offer and reflects a level at which an individual is considered fully proficient in the role. This structure also allows scope for ongoing salary progression as the employee continues to gain experience and develop in the position.

The Role:

Reporting to the People Transaction Services Lead, the Talent Acquisition Specialist will be responsible for coordinating the internal and external recruitment for GNI whilst providing positive candidate experience. They will develop key relationships with hiring managers and the HR Business Partners in the business units. They will co-ordinate the end-to-end recruitment process from advertisement of the role through to onboarding of the new hire on the HRIS system and collating weekly reports.

Duties and Responsibilities:

- Responsible for the execution of the business unit resourcing plan ensuring business capability is maintained and delivery of business objectives are achieved through timely and suitability appointment of both permanent and temporary resources.

- Ensure all Talent Acquisition activity within own span of control of is consistent and compliant with relevant Recruitment Processes.
- Partnering with the HR Business Partners and the business to identify, attract and hire the best candidates for the business.
- Providing administrative support in the recruitment process and issuing all relevant correspondence to employees.
- Working with the HR Business Partner and the business to ensure appropriate prioritisation to meet business objectives.
- Manage the candidate experience through the recruitment lifecycle to a high standard of customer excellence.
- Work with Managers to prepare for and facilitate interviews – act as a trusted advisor for managers on ways of working and recruitment guidelines and providing expertise where required.
- Working with the wider Talent Acquisition team with regards to screening and interviewing scheduling.
- Responsible for updating recruitment records daily to ensure information is kept up to date.
- Work with the Hiring Manager to provide feedback as and when requested by internal candidates.
- Responsible for all vendor management related activities ensuring adherence to agreed processes and performance and the delivery of quality outputs.
- Responsible for the successful delivery of the Intern and Summer Student programmes including liaison with the HR Business Partner and the business in supporting the identification of requirements and the development of needs briefs and translating these into a strategy to attract suitable candidates.
- Contribute to the development and promotion of GNI as an employer of choice via promotional campaigns, sourcing strategies, career days, liaison with academic institutions.
- Support the implementation of the HRIS project by providing subject matter expertise when required.
- Other duties as required.

Knowledge, Skills and Experience:

- Relevant third level qualification in HR or equivalent.
- 3-5 years' experience in general HR or business environment.
- Experience in dealing with Work Permit processes is essential.
- A minimum of 2-3 years' experience at managing the recruitment life cycle across several departments with roles at varying levels is an advantage.
- Previous experience in developing sourcing strategies would be an advantage.
- Proven ability to create and develop good working relationships, both internally and externally.
- Demonstrate excellent analytical skills through solution-driven problem solving.
- Ability to demonstrate excellent influencing & negotiation skills.
- Excellent verbal and written communication skills

Equal Opportunities Employer

Gas Networks Ireland is an equal opportunities employer, committed to providing a diverse, inclusive, and supportive workplace. Through our ibelong framework, we work to ensure that everyone feels respected, valued, and able to contribute.

We welcome applications from all suitably experienced candidates, regardless of gender, age, racial or ethnic origin, membership of the Traveller community, religion or beliefs, family or civil status, sexual orientation or gender identity, or disability.

We also value diverse career journeys and warmly welcome candidates returning to the workforce or bringing non-linear experience, including transferable skills gained through life and professional pathways.

If you require any reasonable accommodations at any stage, please contact us at recruit@gasnetworks.ie and we will support you to ensure a positive and equitable candidate experience.

We offer hybrid working arrangements to help you balance work and life, and to support you in bringing your best to the organisation.

Gas Networks Ireland will only hold your data for as long as necessary. By providing a CV, you are agreeing for Gas Networks Ireland to process this information about you. If you have any queries about how Gas Networks Ireland processes your data, see our Privacy Notice or email dataprotection@gasnetworks.

