Recruiting Request Form

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| --- | --- |
| **Job Title:** |  |
| **Number of Openings:** |  |
| **Independent Contractor or W2 Hire:** |  |
| **Start Date:**  (and Delivery Date or end date, if applicable) |  |
| **Reports to:** |  |
| **Recruiting Point of Contact** (someone who be reviewing resumes if different then who this role will reporting to) |  |
| **Budget or Pay Range:** |  |
| **Location:**  (Onsite Location/ Remote) |  |
| **Top Qualities in Candidate:** |  |
| **Top Skills Needed:** |  |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| **Tier Level**:  Tier 1 = Expert / Senior / 6+ yrs. exp.  Tier 2 = Mid-Career / 3-5 yrs. exp.  Tier 3 = Early Career / less than 3 yrs. exp. |  |
| **Briefly describe the project / type of shoot / style / candidate you are seeking:** |  |
| **Additional info**: |  |

**REQUIRED: ATTACHED JOB DESCRIPTION**Need a job description? Recruiting can provide you with the most recent one used, please revise or update as needed for your specific position.

**Job Description TEMPLATE**

Since 2007, RUN Studios has created world-class creative content for prominent and emerging brands, bringing together talented artists, savvy producers, authentic storytelling, and business intelligence to tell compelling brand stories that evoke inspiration and engagement. With deep roots in video production and motion design, RUN Studios creates media across all channels, and serves as a strategic resourcing partner to build robust, agile, and inspired creative teams.

Insert brief paragraph with description of work

**As a POSITION TITLE, You Will**

* List about 4-5 bullet points here describing responsibilities

**As an Applicant, You Bring**

* List about 4-5 bullet points here describing required skills/qualifications including years of experience needed

**Bonus if You Have**

* This is optional, list about 2-3 bullet points here describing nice-to-have skills