Talent Acquisition Specialist (Maternity Cover)

Deadline:
16-11-2026

Employment type:
Full time

Practice group:
People & Development

Location:
Aarhus, Denmark, Copenhagen, Denmark

Are you passionate about connecting people with opportunities and curious to explore HR operations alongside recruitment? PEAK Wind is seeking a Talent Acquisition Specialist (Maternity Cover) to support our hiring processes, deliver a positive candidate experience and contribute to day-to-day People & Development activities. This maternity cover role is centred on talent acquisition, with the opportunity to broaden your experience through practical HR operations tasks.

Introducing the People & Development Team

You will become part of our People & Development team, supporting colleagues and hiring managers across PEAK Wind. We work collaboratively across recruitment and the employee lifecycle, sharing knowledge and supporting one another in our day-to-day work.

Reporting to the Head of People & Development, you will work closely with colleagues in People & Development and hiring managers across the business, helping to create a smooth experience for candidates and employees alike.

How You Will Make an Impact

As a Talent Acquisition Specialist, your main focus will be recruitment, complemented by some candidate search and hands-on HR operations support. Your key responsibilities will include:

- Support recruitment from role briefing and job advertising through application screening, interviews and offers, in close collaboration with hiring managers.
- Coordinate interviews, follow up with candidates and hiring managers, and keep candidates informed throughout the process.
- Carry out targeted candidate searches and personalised outreach for selected vacancies, alongside managing incoming applications.
- Keep recruitment records up to date and help ensure a structured, consistent and welcoming hiring process.
- Support HR operations tasks such as preparing employee documentation, updating employee information and coordinating onboarding and offboarding activities with the team.
- Contribute ideas that make recruitment and day-to-day People & Development processes simpler and more effective.

What Will Make You Successful in This Role

At PEAK Wind, we know success comes in many forms. What matters most is your mindset, curiosity, and drive to make an impact. The following qualities and experiences will help you succeed in this role:

- Experience in talent acquisition or recruitment, with an understanding of recruitment coordination, candidate screening and hiring manager collaboration.
- Curiosity about HR operations and a willingness to take on a smaller share of practical employee administration tasks alongside recruitment. Previous HR operations experience is not essential.
- Clear and effective communication skills in English, both spoken and written, and a thoughtful approach to candidate communication.
- A structured approach, attention to detail and the ability to follow through while balancing several recruitment processes.
- A collaborative mindset, sound judgement and discretion when handling candidate and

employee information.
•An interest in doing some proactive candidate search and reaching out to potential candidates. Experience with LinkedIn Recruiter Lite is an advantage, not a requirement.
•Why Join PEAK Wind
An international, inclusive, and diverse workplace where differences are valued
•The opportunity to support recruitment for renewable energy roles while gaining hands-on exposure to HR operations
•Flexible working arrangements that support both your career and personal life
•A flat organisational structure where your ideas are welcomed and your contributions matter
•A strong focus on your learning, development, and professional growth.
•A culture that values commitment, meaningful contributions, and having fun

Our Commitment to Inclusion and Fair Hiring

We believe that a diverse and inclusive workplace drives innovation, creativity, and stronger results. At PEAK Wind, we are committed to fair and transparent hiring processes, welcoming candidates from all backgrounds, identities, and experiences. Our hiring decisions focus on what each person brings to the role and our team, and we are committed to ensuring transparent salary structures, with pay decisions based on clear, objective, and genderneutral criteria. Salary information, including the relevant salary band, will be shared with candidates when they are invited to a first interview.

How to Apply

We look forward to receiving your application. Applications will be reviewed on an ongoing basis, and we reserve the right to close the recruitment process once the right candidate has been found. Please apply directly through our website. If you have any questions or would like to know more about the position, please contact People & Development at recruitment@peak-wind.com.

About PEAK Wind

PEAK Wind is an independent renewable energy specialist in commercial, financial, and technical operations, delivering advisory, intelligence, and asset management services to investors and developers around the world. From onshore and offshore wind generation to Power-to-X, we work across the entire energy lifecycle to optimise operations and maintenance, enhance asset performance, and provide a holistic view of renewable infrastructure portfolios.
Our values - Expertise, Passion, Unity, and Integrity - are reflected in everything we do, from how we support our clients to how we collaborate as a team. At PEAK Wind, you will be able to apply your professional skills in a dynamic environment and experience a meaningful responsibility and involvement.