

RECRUIT TALENT

FULLY-INTEGRATED ONLINE RECRUITING

Hire Faster, Easier, and Smarter

A fully integrated applicant tracking process to help find and hire great employees. Post jobs online to dozens of job boards, accept resumes, sort through applicants, and seamlessly onboard new hires with our easy-to-use online tools.

30%

The average **Cost Savings** when implementing standardization of recruitment processes

25%

The average **Time Savings** when implementing standardization of recruitment processes



POST JOBS ONLINE

- Online Partnerships
- Applicant Tracking System
- Manage the Entire Hiring Process
- Posting to Job Boards



ORGANIZE APPLICANTS

- Feature Rich Administration Interface
- Track Notes & Applicant Status
- Pass Resumes to Other Managers
- Send Mass Customized Letters & Email Templates



HIRE GREAT EMPLOYEES

- Integrated Screening Questions
- Rank Applicants Throughout Hiring Process
- Fully Customizable



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Employees, Labor Laws and Payroll*

KEY COMPONENTS

SMART APPLICATION FORMS - FORM BUILDER

- Customize application forms with pre-screening questions, qualifiers, and your own business rules to save time and effectively identify top candidates.
- Leverage question sets across job postings for consistent information gathering.

ONLINE JOB POSTING & SOCIAL MEDIA INTEGRATION

- Syndicate your job postings to multiple free & paid boards, including Indeed, Craigslist, LinkedIn, CareerBuilder, Monster, and many others – with just one click.
- Let social media support your hiring efforts through our easy integration system.

APPLICANT TAGGING

- Fast track reviews, rate and quickly identify the most qualified candidates with our keyword tagging system.
- Build keyword tags into your job description.
- Quickly filter applicants based on single or multiple tags to find the best applicant for your current opening and to build a database of interested job seekers for your next hire.

VIDEO INTERVIEWING

- Save time by sending an invitation to as many candidates as you like – and review their responses on your schedule.
- Save money by only conducting face-to-face interviews with your most qualified candidates.

INTEGRATED BACKGROUND CHECKS

- Simplify pre-employment verification and background screening services through our partnership with NCS National Crime Services.
- Fully compliant with Fair Credit Reporting Act (FCRA).

COMMUNICATION, CALENDARING & SCHEDULING

- Don't lose another candidate due to miscommunication.
- Streamline communication and scheduling through a single interface.
- Keep a detailed record of all touch points.
- Drive collaboration with your hiring team and share information with other hiring managers and key stakeholders involved in the search.

OFFER LETTER

- Generate and send offers from a single interface, making the process 100% digital.
- Streamline the process with digital signautres for candidates to accept, which adds your new hire directly into the onboarding process.

REPORT & ANALYTICS

- Use data to improve processes and outcomes. Our HR module includes robust reporting to help you optimize your efforts.
- Identify your most effective channels for candidate sourcing and see at a glance where applicants are in the hiring process.
- Use our built-in EEOC Survey and reporting tools to make compliance a cinch.



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ADVANCED FEATURES

STAFFING VERSION

- Manage multiple clients, entities or locations from a single account.
- Create customized client-branded job pages.
- Real-time activity brings transparency to recruiter productivity.
- Flexible pricing allows you to only pay for clients that are actively hiring.

ROLE & PERMISSIONS

- Completely configurable user permissions: Turn on or off key functions within each role.
- Charge permissions on the fly with one click.
- Match roles to your workflow and set permissions accordingly.

WORKFLOW

- Set up custom approval/notification workflows for job requisitions and offer letters that match your specific needs.
- Streamline approvals - stakeholders can approve or reject right from an email.
- Simple, intuitive process means you can adjust the process when you need to.
- Save time by sending an invitation to as many candidates as you like - and review their responses on your schedule.
- Save money by only conducting face-to-face interviews with your most qualified candidates.

API INTEGRATION

- Embed our Jobs Widgets into your web properties.
- Integrate into popular content management systems.
- Use our REST API for full customization options.

REFERRAL NETWORK

- Enhanced tools that help you manage the referral process.
- Empower employees and colleagues to share postings.
- Automatically track referrals to feed incentive programs.



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LIKE WHAT YOU SEE?

Then it is time to discover what California Time and Labor Company can do for your business.

Contact us today, we look forward to speaking with you...

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