



In Summary



Focus on the four main customers!

- The 'External' Candidate
- The 'Internal' Candidate
- The Recruiting Managers
- The Recruiters

External Candidate



Overview

Candidate Profile

Employment Opportunities

Candidate Profile

[Resumes](#)

[My Profile](#)

[Personal Settings](#)

[Change User Name](#)

[Delete Registration](#)

Employment Opportunities

[Job Search](#)

[Application via Reference Code](#)

[Favorites](#)

[My Applications](#)

[Job Agents](#)


Internal Candidate



Home | Analytics | Manager Services | **Employee Services**

Overview | Employee Search | Working Time | Benefits and Payment | Personal Information | **Career and Job** | Work Environment

Career Opportunities



Overview | Candidate Profile | Employment Opportunities

Candidate Profile

- [My Profile](#)
- [Personal Settings](#)

Employment Opportunities

- [Job Search](#)
- [Application via Reference Code](#)
- [Favorites](#)
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- [Job Agents](#)

Recruiting Manager



Home | Analytics | **Manager Services** | Employee Services

Work Overview | Team | Talent Management | **Recruiting** | Budget | Projects | Reports

Recruiting | History | Back | Forward

Services

- Requisition Request**
 - Create Requisition Request
- Request Substitution**
 - Maintain Substitute

Requisition Overview

Requisition Monitor

Requisitions

Requisition	Request	Status	Created On	Candidates				
				Shortlisted	Total	In Process	Rejected	Withdrawn
Payroll Specialist (US) Sample Requisition		Draft	04/17/2007	0	0	0	0	0
Payroll Specialist (US)		Released	04/16/2007	5	7	7	0	0
Senior Systems Engineer		Released	11/02/2006	0	2	2	0	0
Human Resource Professional (LCM)		Released	08/10/2006	0	0	0	0	0
Engineer I		Released	03/21/2006	0	1	1	0	0

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Candidate Assessment | Publications

All candidates that you shortlisted for the selected requisition are listed here.
 You can assess the relevant candidates with regard to the selected requisition and also in general with regard to the Talent Pool.
 You can also call questionnaires for the relevant candidates.

[Goto Questionnaire](#) | [Assess Candidate for Requisition](#) | [Assess Candidate for Talent Pool](#)

Candidate	Status	Questionnaire		Requisition Assessment		Talent Pool Assessment	
		Total	Filled	Overall Assessment	Individual Assessment	Overall Assessment	Individual Assessment
Ann McArthur	In Process	3	2	B			
Joseph Young	In Process	2	2	B			
Karen Martin	In Process	2	2	A		Above Average	
Jack Childress	In Process	2	2	C			
Michelle Finney	In Process	2	2				

Recruiters



Home | E-Recruiting Administrator | **Recruiter**

Overview | Reports | Service Map

Work Overview History | Back | Forward

Search Close

Search for: Search

Dashboard Filter Settings

Active Queries

Requisitions [My Open Requisitions \(6\)](#) [Open Team Requisitions \(8\)](#) [Open Application Groups \(0\)](#) [My Draft Requisitions \(1\)](#) [All Requisitions \(11\)](#)

Postings [My Expiring Postings \(0\)](#) [Expiring Team Postings \(0\)](#)

My Tasks [Open Background Checks \(0\)](#) [Parsed Resumes To Review \(0\)](#)

Requisitions - My Open Requisitions

[Show Quick Criteria Maintenance](#) [Change Query](#) [Define New Query](#) [Personalize](#)

View [Standard View] Export Requisition Job Posting

Requisition	Manager	Days Since Release	Inbox	Preselection	Selection	Offer	Evaluation	All
Manager of Accounts Payable (Europe)	Dr. Susan SIS Simons	181	2	3	0	0	0	5
Payroll Specialist	Timmy Tabasco	226	0	0	0	0	0	0
NE Sales Manager	Kathleen Garvin	225	0	0	0	0	0	0
Manager of Accounts Payable	Kathleen Garvin	181	0	1	0	0	0	1
Payroll Manager (UK)	Timmy Tabasco	181	0	0	0	0	0	0
Payroll Manager	Timmy Tabasco	181	0	1	0	0	0	1

- Detailed Navigation**
 - Work Overview
- Services**
- Requisitions**
 - [Create](#)
 - [Create by Position](#)
- Manual Application Management**
 - [Create Internal Applications](#)
 - [Create External Application](#)
- Candidates**
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- Administration**
 - [Maintain Questions](#)
 - [Maintain Questionnaires](#)
 - [Question Maintenance EEO Information](#)
 - [Questionnaire Maintenance EEO Information](#)
 - [Maintain Process Templates](#)
- Personal Settings**
 - [Maintain Personal Settings](#)



Critical Success Factors

- It's your 'shop window' to potential candidates
 - Make it attractive / use ABAP Webdynpro screens
- System Performance must be FAST
 - Consider a separate instance
- The screens must be intuitive
 - No training for candidates required
- Tasks must be simple to complete
 - Minimum of effort required to complete tasks e.g. Resume Parsing
- Data security is imperative
 - Part of the system will be accessed by external candidates & agencies
- TREX
 - Must be able to find candidates & vacancies
- TRM
 - Reduce advertising, manage the 'Talent Pool'