

myStaffingPro® Applicant Tracking System



Candidate-Friendly Experience, Robust Configurability, and Award-Winning Service

myStaffingPro is a comprehensive, Web-based applicant tracking system (ATS) offering full-featured candidate sourcing, screening, and tracking. Our software-as-a-service (SaaS) model makes our system accessible from anywhere at any time and provides broad configuration and integration capabilities. Our clients rave about our user-friendly, robust, and configurable hiring tools.

The Candidate Experience Promotes Your Company Culture

Features include:

- The ability to apply 24/7 through a mobile phone, Facebook® app, or internet browsers.*
- Straightforward application process that includes detailed instructions, simple screens, progress meter, section reviews, and familiar tools to submit a resumé.
- Resumé-parsing functionality that reduces data entry.
- Secure online application process with Verisign® security.

*24/7 account access generally means 24 hours a day, 7 days a week, except when systems are unavailable due to scheduled maintenance.

- Free support through live chat, telephone, email, and a self-help wizard.
- Relationship tools with social network integrations, RSS feeds, email, and share functionality.
- Communication tools with job notifications and the ability to check the status of an application.

Recruiting Tools Maximize Your Reach

- Encourage employee referrals with a simple submission portal.
- Promote your jobs through: free job-board postings to Glassdoor®, Indeed®, Simply Hired®, and Trovit®; a search-engine-optimized career portal; and integrated social-media tools for sharing and building connections.
- Empower applicants to share your job openings via social networking and email.
- Attract passive applicants with opt-in email notifications, job-opening RSS feed, and a recommended-jobs sidebar.

Communication Tools Reinforce Your Brand and Build Relationships

- Empower applicants to update and check their application status at any time.
- Incorporate video to communicate your vision, values, culture, or expectations.
- Keep applicants interested and engaged with ongoing email communication and updates.

myStaffingPro®

800-939-2462
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Hiring Functionality Completes Your On-Boarding Cycle

Step 1: Fill a requisition and be prompted to:

- Assign the date of hire and hired status for each applicant and send congratulations via email.
- Update the remaining applicants' statuses and send disposition emails.

Step 2: Analyze time-to-fill, sub-cycle, and aging through the hiring metrics reports.

The Administrative Interface Helps Configure Your Hiring Process

- Benefit from the experience and knowledge of a dedicated resource who will assist you through implementation and training.
- Set up your organizational structure for easy job posting and reporting.
- Develop your applicant workflow with statuses and automated emails.
- Construct a job-description library that can be used to create requisitions in seconds.
- Design your online application process(es) with multiple-choice and/or text-response prescreening questions with scoring capabilities, tiered-sourcing data collection, voluntary submission of EEO data, resumé and document collection, and a comprehensive application builder.
- Manage users and regulate their access.

For more information about how myStaffingPro can help your company interview and hire new talent, call us or visit our website.

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Tracking and Compliance Tools Facilitate Your Hiring Process

- Benefit from comprehensive applicant documentation and history that is easily reportable.
- Quickly locate data with our comprehensive applicant, requisition, and resumé search functionality.
- Maintain a universal hiring process with a designated workflow.
- Share data with colleagues through the vast export, email, printing, and reporting capabilities.
- Interact with hiring managers using feedback tools.
- Stay connected with an Outlook[®] integration for contacts and appointments.
- Experience stress-free job posting with requisition management and automated requisition approval.
- Monitor compliance with a variety of EEO/OFCCP tools.
- Evaluate trends with predefined sourcing and applicant workflow reports.