Product Data Sheet *HReCONNECT*

Candidate data, structurally registered and selected - The web-based application management records candidate data in an appealing, interactive online applicant form, which reflects your information requirements. The data is immediately available in a high-performance candidate databank – piles of paper and filing cabinets are a thing of the past.
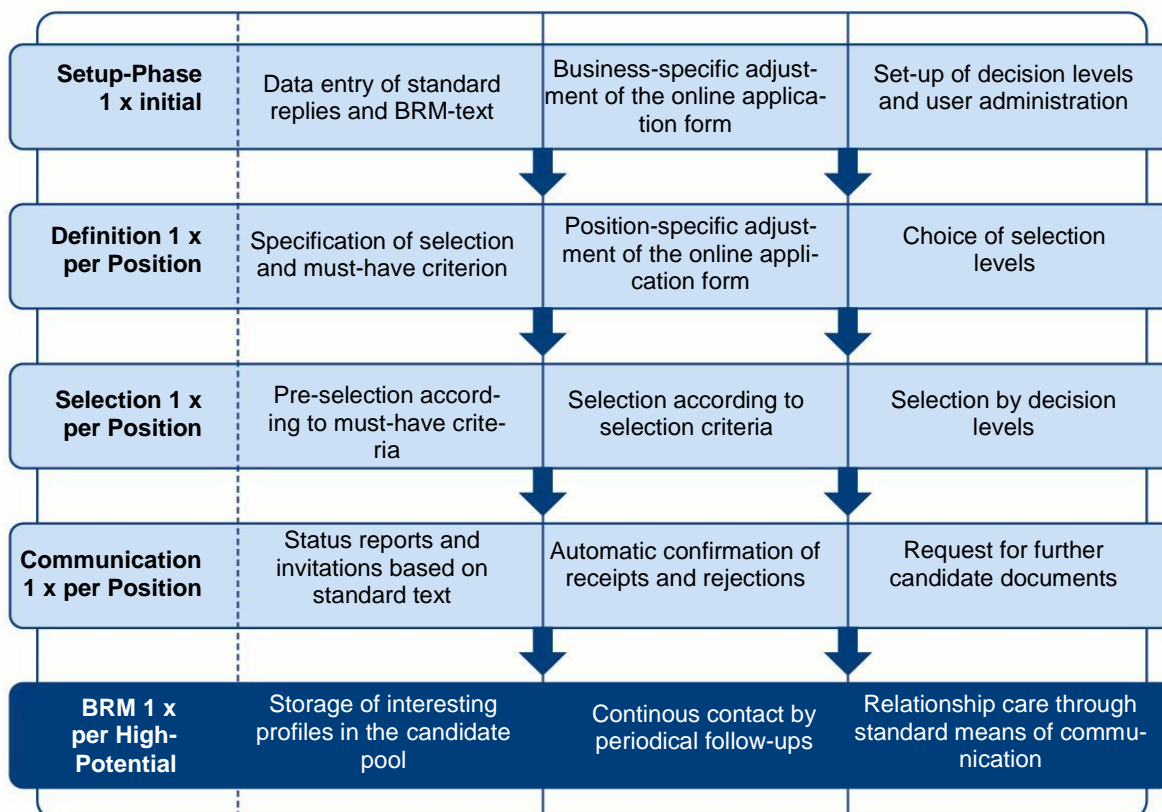
Web-based access to candidate data accelerates your coordination and selection processes. What you personally attach importance to, is your decision. Incoming applications may be presorted in accordance with must-have criterion and evaluated in relation to comprehensive job profile matching as well as individual selections.

Management and documentation of candidate communication – Whether it is a rejection, invitation to a personal discussion or an automatic confirmation of receipt, with the template-based candidate communication, you converse with your candidates in a matter of seconds. The web-based access to the candidate's history allows you to inform all employees concerned, about the status of each individual candidate.

A combination of standard text modules and applicant individual elements provide for a personal touch during contact with the candidates.

Development and care of relationships to High-Potentials – Highly qualified candidates, not suitable for the currently announced position, may be supplied with current information via BRM, thus binding them to your company.

Follow-ups and special measures of communication allow you to remain in contact to High-Potentials and fall back on them during demand of suitable manpower.

Setup-Phase 1 x initial	Data entry of standard replies and BRM-text	Business-specific adjustment of the online application form	Set-up of decision levels and user administration
Definition 1 x per Position	Specification of selection and must-have criterion	Position-specific adjustment of the online application form	Choice of selection levels
Selection 1 x per Position	Pre-selection according to must-have criteria	Selection according to selection criteria	Selection by decision levels
Communication 1 x per Position	Status reports and invitations based on standard text	Automatic confirmation of receipts and rejections	Request for further candidate documents
BRM 1 x per High-Potential	Storage of interesting profiles in the candidate pool	Continous contact by periodical follow-ups	Relationship care through standard means of communication

With HReCONNECT, the following functions are available.

- The link tool „LinkCreator" as a shortcut between your online advertisement and online application form
- General or individual online application form for a structured registration of the candidate's data (linked with advertisement and applicant administration)
- Entry template for hardcopy applications (optional: Fax interface for automatic registration of hardcopy applications)
- Automatic classification of incoming applications (concerning the advertisement and responsible department)
- Process-Workflow for applications (job advertisement specific)
- Candidate-Pool for individual departments and locations
- Total-Candidate-Pool for chosen users
- Candidate matching and search
- PDF-generator for file enclosures and candidate details (Virus-Protection macro!)
- Template-based candidate communication (partially automated)
- Candidate pre-selection (suitable, unsuitable, for scrutiny)
- Processing history and memo function for each candidate
- Candidate-Relationship-Management (Follow-up and memo function)
- Multi applicant activities (e.g. sending out rejections to certain groups of applicants)
- Interface to existing HR-solutions (e.g. SAP)
- User- and department administration
- Support-Hotline

Individual adjustments may be implemented upon your request

For inquiries, further information as well as a personal on-site presentation or in the framework of a telephone consultancy, please feel free to contact us.

Telephone: +49 (0) 40 412631 41
e-Mail: kontakt@hrecruiting.de
Web: www.HRecruiting.de