Web Recruitment System

Is your Recruitment Process streamlined? Does your existing system have the following features?

The Edge Impact Web Recruitment System offers:

<u>Recruitment Consultancies</u>

1) Web enabled to allow easy access via the Internet from anywhere in the world.
2) Multiple access levels for different levels of staff.
3) Administration report access.
4) See all new applicants and registrants at the click of a button.
5) Sort through new Candidates and Registrants quickly and easily, either discarding them or associating them with jobs, or flagging them for follow up. Manage "your candidates", or Candidates who have applied for the jobs you manage.
6) Allocate Jobs, Candidates and Clients to specific Consultants with one click.
7) Automatically match Candidates to Suitable jobs based upon cross matched skill sets.
8) Search for Candidates based on any piece of information from surname to nationality.
9) Upload, view and download two copies of a Candidates Curriculum Vitae.
10) Associate a Candidate to a specific job.
11) Record all events associated with a Candidate, such as phone calls, emails and decisions made as to their suitability.
12) View all Jobs which are associated with a Candidate.
13) Record a whole host of information about a Candidates Application/Association with a particular job, such as When the CV was sent, Interview dates, Start dates, salary rates & most importantly whether the candidate has got the job.
14) Manage Update a candidates details instantly & effectively.
15) Add and manage jobs efficiently and quickly, display them online for Candidates to view.
16) Search for Jobs based on any piece of information from title to salary.
17) Automatically match Jobs to Suitable Candidates based upon cross matched skill sets.
18) Associate a Job to a specific Candidate.
19) Automatically broadcast emails to all candidates who have applied for a Job.
20) Reporting Packages built to your specifications including – productive consultants, closed jobs etc. Or reports on Weekly CV's sent to clients by Recruitment Consultants, Weekly and Monthly Interviews by Recruitment Consultants, Monthly placements by Recruitment Consultants etc.
21) Have an Applicants to Process list which is sorted in Recruitment Consultant, Client, Job Vacancy and Candidate priority order so that new candidates are not lost in the volume of candidates on the system, and they can be processed in the priority order as specified by Recruitment Consultants.
22) Effectively Manage your clients with an inbuilt contact system.

23) Search for specific clients based on a range of information such as Job Title to email address.

24) View and record events associated with a client such as phone calls, emails & CVs sent.

25) View all Jobs from a client at the click of a button. View appropriate candidates immediately.

26) System administrators can add, update & delete Consultants quickly and easily, allowing ultimate control over who has access to what areas of the system.

27) Candidates' details can be emailed to prospective employers at the click of a button.

Candidates

28) Search for jobs online based upon Industry Sector, Keywords, Location, Job Term, Salary & reference number. Sort results to Candidates specification.

29) View specific job details.

30) Register in order to apply for jobs.

31) Upload a CV in generic MS Word format.

32) Log on to update their own personal and work details, and upload a new CV – thereby reducing administrative work for consultants.

33) Automatically informed whether they have been successful in their application.

34) Register their interest in certain job criteria and be notified when a job vacancy which meets the criteria is added to the system.

Employers

35) Enter their own job vacancy requirements. This will then notify the recruitment consultant responsible for the client who can then choose to activate the vacancy or not (client and candidate details will remain confidential).

36) Log into private virtual control panel, to add new vacancies and view those which are current and completed.

37) Quickly and easily contact "your Consultant" directly through inbuilt email system.

Put your recruitment company into the technology age. Make your company efficient to successfully compete in today's market. Contact Edge Impact Consulting Limited today for this and other products.