

# Premier Configuration Options



Enhance your myStaffingPro® system with premier recruiting, qualification, tracking, hiring, access, and integration. Our premier configuration options provide a higher level of sophistication for your advanced hiring process.

## Recruiting

### Ad Feed

Seamlessly post job openings to sanctioned job board(s) without logging into another system.

### Ad Tracking

Track the response rate to newspaper ads and custom recruiting events.

### Candidate Self-Scheduling

Manage high-volume scheduling needs by establishing dates and times for candidates to self-schedule.

### Community Outreach/External Recruiter

Increase your recruiting reach by sending job openings to all your sourcing contacts with one click.

### Internal Candidate Process

Accept and qualify internal applications through a separate internal portal and process.

### Multi-Location/Map-Driven Candidate Portal

Display the geographical scope of openings with an interactive map display.

### Resumé Mining

Import your sourced resumé into myStaffingPro with a record of your search criteria.

## Qualification

### Automated Phone Interviews

Automate the phone interview process with interactive voice response (IVR).

### Custom Application Builder

Build a custom application with fields that you specify.

### Interview Guide

Launch, administer, and record your phone interview notes with a systematic guide.

### Phased Application Builder

Create a tiered application process and invite qualified candidates to complete the second phase at a subsequent time.

### Questionnaire Translation

Deliver the online application process in multiple languages.

*myStaffingPro*®

800-939-2462  
mystaffingpro.com

## Tracking

### Hiring Manager Feedback Fields

Set a standard metric for hiring managers when providing candidate feedback.

### Reason Codes

Ask users to select from a predefined list of reasons for updating a candidate's status.

### Status Progression

Create a designated candidate workflow to prevent users from omitting a crucial step in your hiring process.

## Hiring

### Offer Approval

Provide decision makers and candidates with an easy way to review and approve an offer electronically.

### Onboarding with Electronic Signature

Enable candidates to electronically sign and submit certain new hire documents.

## User Access

### Hiring Manager/Recruiter Access Level

Flag users as hiring managers or recruiters and limit their access to their assigned candidates and requisitions.

### Vendor Portal

Supply vendors with limited access to submit candidates and review requisition(s).

## Integration

### Assessment

Use a proven assessment to screen for the best candidates.

### Background

Unify the background submission process with an electronic workflow.

### HRIS Export

Export new hire information from myStaffingPro into your HRIS/payroll system.

### Microsoft Dynamics® GP Integration

Eliminate duplicate data entry into Microsoft Dynamics GP with seamless data integration.

### Video Interviewing

Reduce costs and scheduling conflicts with online video interviewing.

### WOTC

Determine eligibility and print completed Work Opportunity Tax Credit (WOTC) forms.

**For more information about pricing and additional functionality, call our toll-free number or visit our website.**

*myStaffingPro*®

800-939-2462  
mystaffingpro.com