

eRecruit

On-line Recruitment System

hallmark: solutions
specialists in human resource management software



Incorporates the following key modules:

Administration Module

Allowing an administrator to:

- Create job vacancies online
- Create criteria based questions per job vacancy
- Request CVs for specific job vacancies
- Alert applicants of approaching closing date via email
- Attach blank application form for manual download
- Download applicant data to HR System
- Secure access to monitoring information

Applicant Module

Allowing an applicant to:

- View job vacancies online
- Apply and submit an online application form
- Save and resume an online application form
- Attach a CV
- Securely submit personal data
- Receive copy of submitted application via email
- Receive job and company related documents via email

Hallmark introduces eRecruit, our On-line Recruitment System designed to enable applicants to apply online and help organisations reduce costs and streamline the recruitment process.

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eRecruit Benefits

Reduces Recruitment Costs

eRecruit clients achieve an average online applicant hit rate of 70%. Consequently, significant savings are attained with HR data entry workloads reduced and recruitment stationery costs scaled back.

Improves Application Form Accuracy

eRecruit allows candidates to complete their application form online. The System supports the recruitment process from vacancy creation through to applicant appointment. This reduces incomplete and inaccurate information and avoids difficult to read handwriting. Applicant data can be downloaded into your HR System.

Increase Awareness of Organisation

eRecruit is branded to an organisation's identity and integrated with its corporate website, allowing for increased marketing capabilities. With a large pool of online applicants applying for job vacancies, increased online traffic is channelled through the corporate website. As a result, the organisation constantly promotes itself and its services to a new market segment.

What our Customers Say...

"Recruitment costs have fallen by 30% as a result of eRecruit, with costs expected to drop further in the future" – *Finance Director – Agnew Group*

"eRecruit has revolutionised our recruitment process with over 65% of applicants now applying online" *HR Dept - CCMS*

"Fantastic training, first class support, excellent functionality and it's so easy to use"
HR Manager - Balcas Timber