

# Onboarding

HR often faces challenges smoothly moving between recruiting and onboarding processes, leaving new hires wondering what steps to take next and completing redundant tasks, which negatively impacts a new employee's experience. Our HCM Onboarding tool seamlessly connects your recruiting and core HR processes, engaging new hires from the moment they accept your job offer and ensuring they both feel welcome and hit the ground running in their role.

## Intuitive Preboarding Portal

It's critical to make your people feel welcome even before their first day so new hires don't second guess accepting your offer and are prepared to start strong. That's why our Preboarding Portal provides a one-stop shop for company information, forms, and culture accessible to new employees right away:

- Design and serve up packages with targeted resources for different roles
- Connect new employees with mentors, managers, and teammates
- Introduce your culture through videos, links, and key documents
- Deliver logistical information and forms ahead of day one

## Adaptable Onboarding Checklists

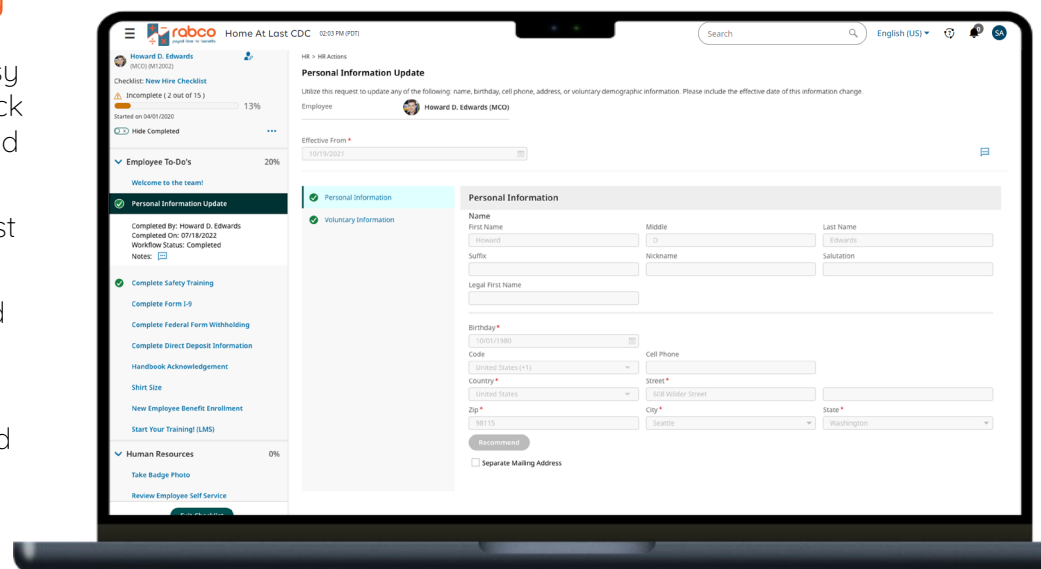
From day one forward, our onboarding checklists help new hires easily organize and complete the activities needed to start strong in their specific roles. HR teams have the flexibility to:

- Create multiple onboarding tracks relevant to different positions
- Enable employees to easily link to resources, videos, training, forms, and more from one location and mark tasks complete as they go
- Automatically notify employees and managers as different onboarding stages are completed

## Manager and Mentor Visibility

Our Onboarding tool makes it easy for managers and mentors to track how new hires are progressing and support them in the right ways:

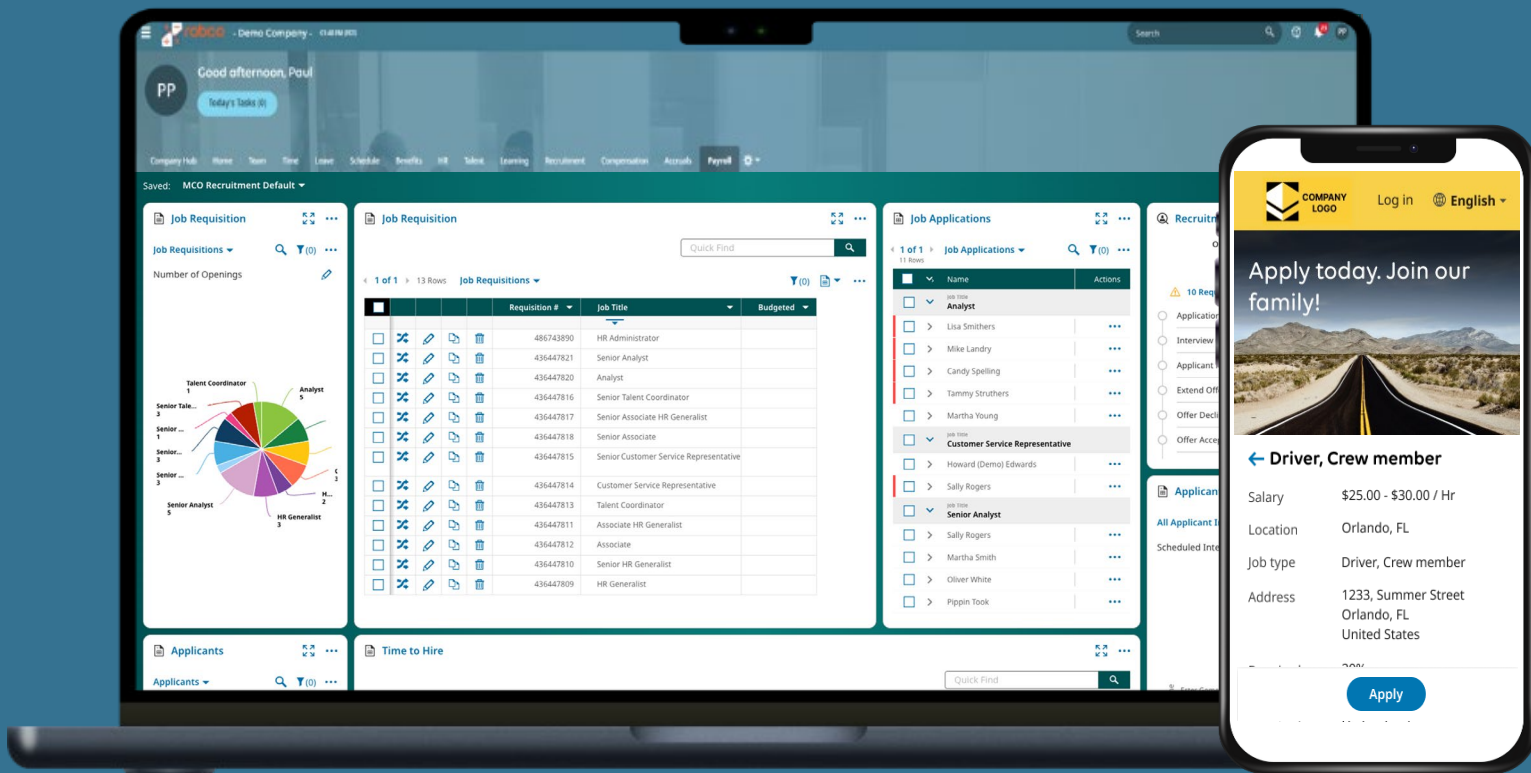
- Real-time visibility into checklist completion
- Alerts and notifications around new hire milestones
- Regular communication with new hires around progress and expectations
- Quick assignment of actions



# Recruiting

Effectively source, track, and evaluate talent to attract the best people for your organization.

Recruiting delivers all the tools you need to stand out from the crowd through your employer brand, find qualified applicants without sacrificing your time-to-hire and cost-to-hire goals, and continuously improve recruiting processes and hiring practices to help you build an inclusive and purpose-driven culture.



## Inviting candidate experience

Make it easy for applicants to give the right information, search for jobs, and apply online on any device. Our flexible career site and communications tools can fully adjust to reflect your organization's brand and culture, giving a consistent, engaging look and feel.



## Intuitive talent analytics

Quickly keep pace with which candidates are at what phase in your recruiting process and recognize what channels work best, where successful new hires came from, and even how stakeholders feel about different candidates all in one easy-to-manage workspace.



## Smooth transition to new hire

Flow applicant information seamlessly into a new employee record with the push of a button and start the onboarding process, cutting down on administrative tasks, avoiding duplicate effort, and getting your new hires ready and excited from the start.

# Key benefits

## For HR professionals

Build and post job listings in a fast, repeatable way.

Easily keep track of your applicants' statuses and the hiring phases they're at.

Highlight your organization's culture and brand on the web and in your communications.

Proactively source candidates through multiple channels.

Quickly understand the feelings behind the feedback when interviewers evaluate applicants.

Continuously improve your recruiting strategy based on trusted facts about your organization's talent trends.

Save time and reduce administrative hassle across your recruiting and hiring pipeline.

## For applicants

Apply to jobs anytime, anywhere, on any device.

Move through the interview process smoothly and receive feedback fast.

Get a feel for the organization you're applying to and a clear picture of what it's like to work there.

Find the right jobs in the places you search most.

Understand if you're a good fit for a role fast so you can

move forward or keep searching.

Have a clear idea of what you'll need to succeed if you get hired.

Become engaged from the start when hired with resources tailored to your position.

# Key Features of Recruiting

- Career site configurable to your brand
- Centralized recruiting workspace for common activities
- Job requisition tool for building internal and external listings
- Connections to popular job boards like Indeed
- Flexible online application forms
- Pre-screening and knockout questions to filter applicants
- Quick apply options for high-volume or high-turnover roles
- Resume parsing
- Rehire options for returning employees
- Applicant tracking, notifications, and hiring team organization tools
- Background screening and WOTC integrations
- Built-in communication tools configurable to your brand
- Two-way text message communication with applicants
- Applicant self-service, such as tracking application completion, applying for multiple positions, and status updates on any device
- Sentiment analysis options to understand interviewer feedback
- Recruiting insights, such as common locations applied from, cost and time to hire metrics, top recruiting channels, and turnover rates

# Indeed and Recruiting

Connect seamlessly with the number one job site in the world.<sup>1</sup>

Our Recruiting solution allows you to easily promote jobs and reach applicants from Indeed for free through our best-in-class integration. This integration also lets you leverage Indeed Apply, allowing applicants to not only find your job postings, but also start the application process without leaving Indeed, creating a quick and streamlined recruitment experience.



## Post jobs easily and reduce time-to-hire

Automatically export your latest job openings to Indeed and confidently fill high volume roles quickly through Indeed Apply – a fully integrated end-to-end applicant experience.



## Ensure you're reaching the right people

Allow Indeed to intelligently evaluate the jobs you post and recommend them to applicants with the skills and experience you're looking for, ensuring you're attracting quality candidates from the beginning.



## Streamline your hiring processes

Receive direct visibility into applicant data from Indeed without leaving our solution, allowing you to simplify the hiring process, reduce repetitive steps, and analyze the success of your hiring practices.

Indeed is the world's number one job site. With over 350 million visitors each month and sites in over 60 different countries, they connect millions of people to new opportunities every day.

- Automated ATS integrations
- Applicant data and job posting data to measure effectiveness
- Organic and sponsored campaign options
- Employer advertising options
- Searchable resume database

Contact Rabco for Customized Payroll Services and Human Resources Solutions

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