



Recruitment Management

DEVELOPED BY: OSYS TECHIES

Module in a Nutshell



Talent Acquisition

Engage new Talent.



CV Data Bank

Collection of Profiles.



Reporting Dashboard

Up-coming Interviews.
Department Wise Openings.
Recruitment Statuses.
Evaluation Statuses.



Management Approvals

Final Hiring Authority.



Select the Right Person

Evaluation Scoring.
Candidate Short-Listing.
Hiring Process.

Recruitment Steps



OPEN
VACANCIES



RESUME
REFERENCES



CANDIDATE
EVALUATION



CANDIDATE
SHORT LISTING



HIRING ON
BOARD



Talent Acquisition

- Filling up Acquisition Form.
- Vacancy Requirements.
- Age / Gender / No. of Experience.
- Required Skills / Qualification.
- Salary Range.
- Proposed Designation.

References

- CVs upload against Acquisitions.
- Referenced candidates will be available for the Interview Scheduling.





Candidate Interview Scheduling



1

**First
Interviewer**
The Line Manager



2

**Second
Interviewer**
The Department Head



3

**Third
Interviewer**
The HR Executive



Evaluation Philosophy

- Presentation Manner.
- Attitude Stability.
- Maturity / Motivation Ambition.
- Communication / Problem Solving Skill.
- Business Interest / General Interest.
- Leadership Potential.

Evaluation Ratings

- Excellent
- Good
- Poor
- Acceptable
- Fair



Shortlisting

- Evaluation Score Card.
- Review Details.
- Short-listed Employees are available for Hiring.





Approved By Management

Hiring Process



- Marked for Hiring.
- Upload Required Documents.
- Employee On Board.



Happy Workplace

Companies are promoting the idea of healthy practices at the workplace because it increases productivity and reduces absenteeism!"

Travelling Management

WHAT IS YOUR BIG
IDEA AFTER
IMPLEMENTING
RECRUITMENT
MANAGEMENT?



Thank you