

HIRE GROUND

CORPORATE SOLUTIONS

LEADING HR TO A HIRE GROUND

ADDITIONAL FEATURES

- ☒ **Resume Converter Module**
Converts faxed, emailed and paper resumes into a standard electronic format so that you spend less time on repetitive tasks such as data entry and information organization and more time talking with candidates.
- ☒ **Contact List and Calendar Coming Soon!**
Stores and manages contact information, events, and deadlines to help you coordinate your hiring process and improve internal communication.
- ☒ **Divisions & Operating Units**
Allows you to create distinct locations and units so that you can identify and organize job openings in various areas of your company.

REQUEST A DEMO

Contact Hire Ground to schedule a private software demonstration. We'll show you how our software can manage your entire recruiting process and save you time and money.

1.877.218.7504
sales@HGcareers.com

How can I find the top candidate in an unending stack of resumes? How can I attract and retain skilled employees? How can I decrease turnover and increase productivity? Hire Ground Corporate Solutions is the answer you've been dreaming of!

Corporate Solutions is a web based applicant-tracking system (ATS) with advanced, easy-to-use features to help you identify and hire the most qualified applicants faster than you ever thought possible! Unlike many HR software systems, Corporate Solutions' basic package includes tools to manage the entire hiring process, from job posting to resume management to candidate tracking. Plus, Corporate Solutions is customizable, which means it adapts to suit your distinct needs and seamlessly integrates with your corporate website.

Key Features

THE SKILLS MATRIX

Includes lists of industry-specific skills to assist you in developing detailed, comprehensive job descriptions to attract the most qualified employees.

THE AUTOMATCH SEARCH

Finds and ranks both passive and active candidates according to how well they match your skill requirements so you can be sure you are hiring the right person.

THE CANDIDATE TRACKER

Records actions taken for each candidate and stores associated notes to minimize confusion within your human resources department.

THE MESSAGE CENTER

Sends customized or standard emails so that you can pursue key relationships while ensuring that all candidates have a positive application experience.

HIGH-SPEED SEARCH ENGINE

Finds and highlights specified keywords in resumes and cover letters, allowing you to extract relevant information quickly and easily.

EMAIL ARCHIVES

Provides continuous access to the content of past emails so that you can make informed decisions about each candidate.

CANDIDATE LIST SHARING

Permits other human resources personnel to see your candidate lists, making information communication easy, efficient, and secure.

REPORTING

Generates a variety of reports so that you can analyze your strategies and improve future hiring tactics.

PRIVACY COMPLIANCE

Ensures that your information collection procedures fulfill Alberta's privacy laws (PIPA and PIPEDA) to minimize potential liabilities.

WEB BASED TOOLS

Only an Internet connection is required to operate Corporate Solutions, which means that you can use your existing computer systems and avoid purchasing additional resources.



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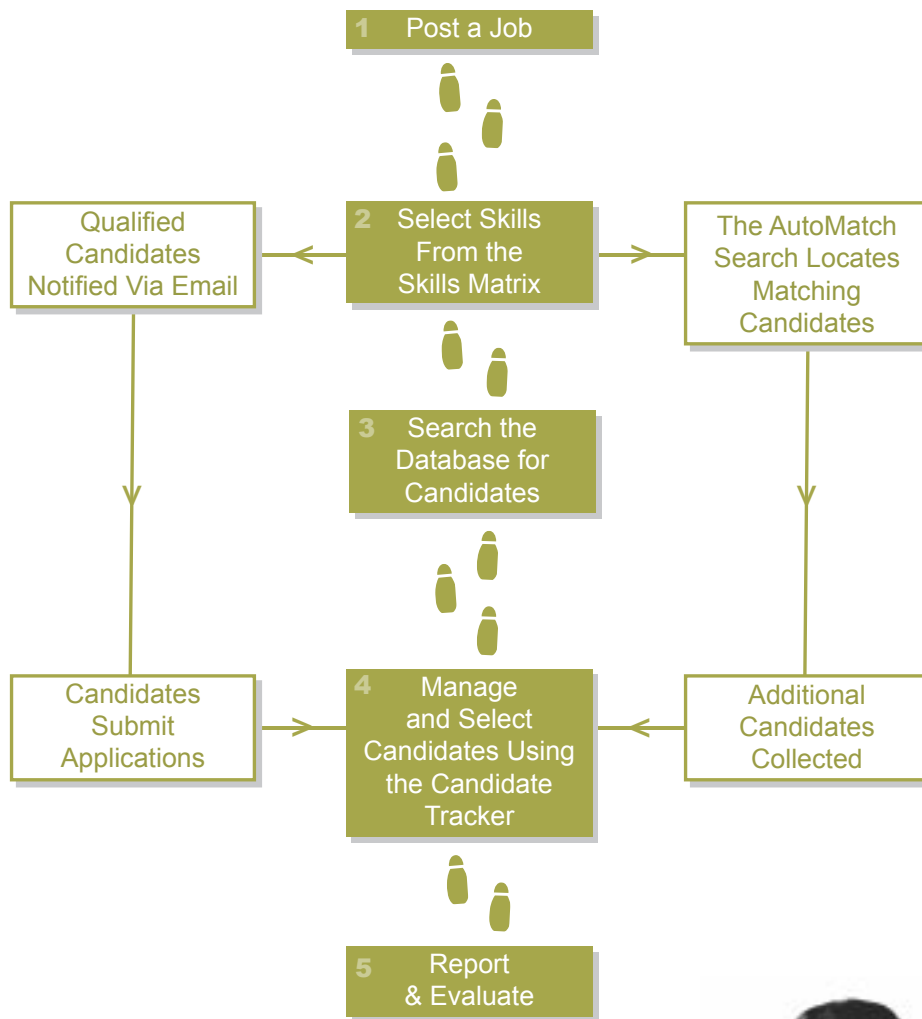


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The Corporate Solutions Process



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1 Post a Job

Tired of constantly emailing your website administrator when posting new jobs on your corporate website? Corporate Solutions eliminates the need for this middleman, conserving time and resources by allowing you to post jobs directly to your careers web page.

HIGHLIGHTS

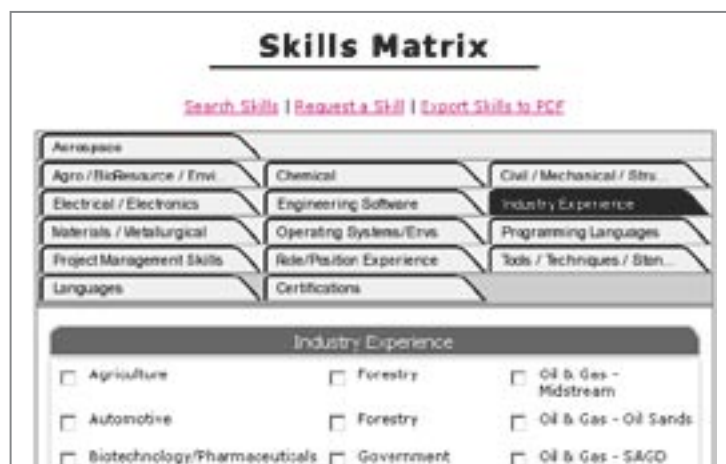
- Increase efficiency by creating reusable job templates and setting timelines to control when and how long a job is posted.
- Easily organize and track your priorities by receiving automatic email alerts about expiring job postings.
- Reduce the amount of time spent searching through irrelevant resumes by permitting only internal candidates to apply for internal job postings.
- Quickly accommodate changes and varying responsibilities by transferring job ownership and bookmarking others' jobs.

2 Select Skills From the Skills Matrix

Corporate Solutions is the only applicant-tracking system in Canada that allows you to locate resumes using detailed skill requirements instead of broad competency tests. The Skills Matrix, designed and built by Hire Ground, saves you hours of costly labor while increasing quality-of-hire.

HIGHLIGHTS

- View only the most qualified candidates by marking selected skills as mandatory or preferred and indicating the required level of expertise.
- Instantly compare candidates' skills and abilities by reviewing skill scores – percentages that indicate how well candidates meet specified skill requirements.
- Enhance job descriptions and perform precise candidate searches by selecting skill requirements from customized skill lists.
- Ensure that a manageable amount of resumes appears in your search results by modifying the strictness of the search.



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3 Search the Database for Additional Candidates

High speed is the defining characteristic of Corporate Solutions' advanced search engine. Exclusive to Hire Ground, this cutting-edge search engine uses an innovative method to locate matching resumes and cover letters that is both fast and accurate.

HIGHLIGHTS

- ☑ Maximize productivity by examining only current, relevant resumes – old resumes are automatically deleted if they remain inactive for a specified period of time.
- ☑ Increase efficiency by saving your search criteria so that you can instantly perform the same search at any time.
- ☑ Locate hard-to-find, passive candidates quickly and painlessly by performing several searches using a variety of search criteria.

4 Manage & Select Candidates Using the Candidate Tracker

Eliminate those endless stacks of paper resumes forever using Corporate Solutions' Candidate Tracker. The Candidate Tracker receives and organizes resumes that are submitted via the Internet so that you can focus on managing candidate relationships.

HIGHLIGHTS

- ☑ Easily maintain accurate records by indicating actions taken regarding each candidate, creating and sharing notes and candidate lists, and reviewing past emails.
- ☑ Encourage passive candidates to apply by activating the automatic emailing function that notifies all matching candidates of new job postings.
- ☑ Stay on top of your workload by receiving instant emails when new applications arrive in the Candidate Tracker.
- ☑ Ensure all human resource personnel are adequately informed by effortlessly emailing and exporting resumes as PDF, Word, or HTML documents.

Candidate Name	Location	Education	Date Added	Source	Skill Score	Rank	Notes	E-Mails
<input type="checkbox"/> Demo, Mr. Stan	Calgary, Alberta	University - Bachelor's	Apr 01, 2006	S	61%	1	(2) Notes	1
<input checked="" type="checkbox"/> Demo, Mr. Chris	Calgary, Alberta	College 6-12 months	Apr 01, 2006	S	82%	1	(0) Notes	0
<input type="checkbox"/> Demo, Mr. Kelly	Calgary, Alberta	College 0-12	Apr 01, 2006	S	72%	1	(0) Notes	0

5 Report & Evaluate

Corporate Solutions includes numerous assessment tools so that you can maximize your growth and achieve your recruiting goals.

HIGHLIGHTS

- ☑ Evaluate successes and failures by generating and exporting a variety of real-time reports on hiring time, job posting, recruiting activities, and more.
- ☑ Make sound decisions based on up-to-the-second job seekers statistics.
- ☑ Improve future hiring processes by modifying the customizable features of Corporate Solutions, such as the Skills Matrix, the Candidate Tracker, and the Message Center.



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