



SAGE ACCPAC HRMS NEWSLETTER

Going Online to Recruit the Best People

Studies suggest that nearly 77 million workers will be "lost" by 2011 as a result of retiring Baby Boomers. It's now more important than ever to leverage technologies that will enable your business to recruit, hire, and retain the most talented resources in a shrinking labor pool. In this article, we'll take a look at eRecruiter as a tool that will help your organization automate various aspects of the recruiting process, integrate internet resources and recruiting methods, and save your company money by reducing cost-to-hire and time-to-hire.

The Internet - A Revolution in Recruiting

As reported by the *Pew Internet & American Life Project*, long known for capturing Internet usage trends, 75% of all US adults now rely on the Internet as an integral part of their lives. For years, large companies have been very successful in leveraging the internet as a primary recruiting ground. With Sage Accpac HRMS eRecruiter, small and medium-sized businesses can leverage the same successful approach in order to stay competitive.

A Closer Look at eRecruiter

eRecruiter is a web-based module for Sage Accpac HRMS that automates applicant processing and routing using a customized career center on your company's website. Recruiters can review applicants from a single, organized screen and easily route qualified applicants to hiring managers and set up interviews. eRecruiter uses paperless online tools that reduce the administrative burden on your HR staff and allow them to focus intently on the goal of reaching the most talented people. In addition, eRecruiter offers the following

- **Job Board Integration** – you can quickly upload open requisitions to Monster.com
- **Web-based Solution with Online Career Center** – using eRecruiter, you can create an online career center on your company's website that allows applicants to search for open positions, submit resumes, and complete applications which are automatically routed to the appropriate person for review.
- **Automate workflow and go paperless** by electronically routing applicant information, resumes, interview schedules, offer letters, and other critical documents and activities to the right people. eRecruiter also allows you to define your company's workflow including approval processes, screening, interview routing, and applicant communications.
- **Powerful Search Capability** - you can search applicants and resumes based on a variety of criteria including position desired, education, degree, skills, referral source, previous employer, or you can build your own search criteria. No more digging through file cabinets search for resumes!

Electronic Requisition Management – you can create requisitions from scratch or leverage an existing template. Requisitions are then routed via email for approval to all necessary approvers. Once final approval has been received, the requisition is posted to the public career center.

It Sounds Great, But Is it Cost-Justified?

That's easy! A study by the *Society of Human Resource Management (SHRM)* reported that the average cost per hire through major metropolitan newspapers was \$3,295. Conversely, the average cost per hire from an electronic, Internet-based recruiting strategy was \$377, or a savings of about \$2,900 per hire. What's more, an online recruiting strategy drastically reduces paper and printing costs while also reducing administrative burden on HR staff freeing up time to focus on more meaningful recruiting and hiring strategies.



[Contact us](#) to learn more or see a demo of Sage Accpac HRMS eRecruiter.

Have You Considered a ".Jobs" Domain?

A few years ago, the launch of the **.jobs** internet domain introduced an exciting new tool for online recruitment. .jobs is designed to provide a single location for businesses to promote employment opportunities and job openings within the company. The URL follows a format that's similar to your company's main web page. For example if your home page was www.xyzcompany.com, your .jobs domain would be www.xyzcompany.jobs.

Why Do You Need a .Jobs Domain?

A .jobs domain provides a dedicated web page for online recruiting efforts. Companies often spend a lot of money on ads promoting job openings only to send applicants to their main web page. From there, the applicant must sift through multiple web pages in an effort to find the "Careers" or "Job Openings" section ... an effort that can prove challenging if your website is large or contains a lot of content. A .jobs

domain provides jobseekers with the **exact** location of job openings and career opportunities within your organization. That means they'll find the jobs faster and you'll fill open positions more quickly.

More Visible to Search Engines Too!

A .jobs website can help you generate interest from candidates using search engines, like Google, to find employment opportunities. While your **home page** is often highly visible to search engines, your careers page may be buried deep in your website and difficult for search engines to find. On the other hand, a .jobs domain allows your career-related content to be "seen" as a home page and your job openings become much more visible.

For more information about launching a .jobs website, visit www.goto.jobs.

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