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# Web-based Recruiting Software

# iRecruit



Phone: 303-991-3510

iRecruit is a hosted SaaS (Software as a Service), cloud-based recruiting software designed to provide any size of business a cost effective, affordable and simple way to manage the recruiting process online. Combining the ease of use with sophistication and flexibility, you can manage your applicants quicker and more efficiently with iRecruit.

Unlike other web-based recruiting solutions, iRecruit's set-up and implementation is quick and easy. As a hosted solution, there is no need for a local desktop or server installation, making iRecruit both straightforward as well as cost effective.

## iRecruit Features

- iRecruit works with your company website to create a robust career site.
- Centralized applicant database.
- Set up multiple iRecruit Users for your Company (Administrator, Recruiter or Hiring Manager) with role-based security levels.
- Flexible applicant workflow.
- Customize employment application forms and job postings by position.
- Recruiter can initiate and post jobs themselves—no IT Support required.
- Automatic response to applicants and auto-forward to hiring managers.
- Sophisticated weighted search tool allows you to find the right candidate for the right position the first time.
- Correspondence kits allow you to communicate faster with candidates.
- Business Intelligence dashboards, real time monitoring tools, great for executive meetings.
- Comprehensive Standard Reports can be sliced and diced with the click of a button.
- Export capabilities to Excel or XML for additional custom reporting.
- Compliance tracking & Affirmative Action Reporting.
- Save money with iRecruit's Work Opportunity Tax Credit Program integration.
- Electronic onboarding with award-winning Human Resources Management systems.

Supports both  United States and  Canada

For more information about iRecruit, including pricing and demonstrations, please contact EBS at 303-991-3500. We invite you to visit our website for additional information and webinar schedules at [www.iRecruit-Software.com](http://www.iRecruit-Software.com).

The screenshot shows the iRecruit Applicant Management interface. At the top left, it displays the date "Tuesday, June 4, 2013". The main content area is titled "Applicant Management - Applicant Summary" and includes a "Go Back" link. The page is divided into several sections: "Applicant Summary" with fields for Application ID (IR000005), Applicant Status (New Applicant, Effective: 2013-05-17), DataManager Status (Not Processed), Application Date (2013-05-17 10:19 EST), Requisition/Job ID (CALLCTR001/CALLCTR001), Resume (Download/Replace), Cover Letter (Not Submitted/Add), and Schedule (Open Calendar); "Applicant Contact" with fields for Name (Rosalee Grant), Address (321 Main Street, Farmington, CT 06032, US), Home Phone ((860) 269-0959), Cell Phone ((860) 678-4401), Business Phone (N/A), Email (rgrant@irecruit-us.com), and Other Related Applications (Lookup); "Applicant Process" with a "Please Select" dropdown and a "Process Applicant" button; and "Update Applicant Status" with a "New Status" dropdown (set to "Hired"), a "Disposition" dropdown (with a list of codes: 1 - Applicant, no interview; 2 - Interview declined/withdrew; 3 - Interviewed, no offer; 4 - Interviewed, offer extended, but rejected; 5 - Interviewed, offered extended, and hired), an "Effective" date field, and a "Comments" text area with a rich text editor toolbar. On the left side, there is a navigation menu with categories: Home (Dashboard, Career Center, iRecruit News, Useful Links, Email Support, Help File); Applicant Management (Add Applicant, Applicant Search, Applicants by Status, Maintain Saved Searches, Onboard List); Requisition Management (Create New Requisition, Manage Active Requisitions, Manage Inactive Requisitions, Applicants by Requisition); Application Forms (Manage Application Forms, Create New Form, Edit Standard Form, Affirmative Action Form); Correspondence (Communication Packages, Template Emails, Company Policies, Employment Forms, Maintain Email Lists); and Reports (Applicants by Requisition, Applicant Status by Req).

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Since iRecruit uses **256-bit SSL security**, the transfer of all your applicant information remains private and secure. SaaS iRecruit does not require you to open any internal firewalls or server ports.

**iRecruit is cross-browser compatible.** End-users and Applicants can use any of the major web browsers; including Internet Explorer, FireFox, Safari, Opera and Chrome and more.

**iRecruit's Data Manager provides integration** with EBSPaySuite HRMS, and reporting tools such as MS Excel, Crystal Reports and more.

**Link to major career sites:** Indeed.com, SimplyHired.com and social media sites LinkedIn, Facebook and Twitter!

- Role based user security
- Requisition Approval Process
- Supports International Applicants
- Work Opportunity Tax Credit Integration

Tuesday, June 4, 2013

**Home**  
Dashboard  
Career Center  
iRecruit News  
Useful Links  
Email Support  
Help File

**Applicant Management**  
Add Applicant  
Applicant Search  
Applicants by Status  
Maintain Saved Searches  
Onboard List

**Requisition Management**  
Create New Requisition  
Manage Active Requisitions  
Manage Inactive Requisitions  
Applicants by Requisition

**Application Forms**  
Manage Application Forms  
Create New Form  
Edit Standard Form  
Affirmative Action Form

**Correspondence**  
Communication Packages  
Template Emails  
Company Policies  
Employment Forms  
Maintain Email Lists

**Reports**  
Applicants by Requisition  
Applicant Status by Req  
Applicants by Owner  
Applicants by Manager  
Applicants by Distance  
Applicants by Referral  
Requisition Status  
Requisitions by Owner  
Requisitions by Manager  
Requisition Costs  
EEO by Job Classification  
EEO Applicant Summary  
EEO by Position Desired  
EEO by Status  
Export to Excel  
Export to XML  
Status Charts

**Reports - Applicants by Referral**

Available Reports: Applicants by Referral

Report Date From: 02/04/2013 To: 06/04/2013

Requisition / Job Posting: Call Center Representative: CALLCTR001/CALLCTR001  
General Application: GENERAL/GENERAL  
Yoga Instructor: YOGA/YOGA

Applicant Status: Show All

Referral: Show All

Generate Report Reset

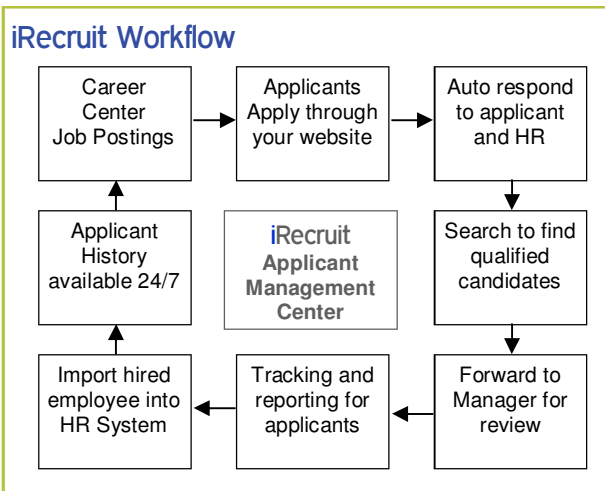
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Printable Version Email Report

This data is representative of updates as of 2013-05-23 11:40:11. [\(update now\)](#)

**Applicants by Referral**  
Report data is from 02-04-2013 to 06-04-2013

Employee Application ID	Name	Req/JobID	Status	App. Date
IR000005	Rosale Grant rgrant@irecruit-us.com (860) 269-0959	Call Center Representative CALLCTR001/CALLCTR001	New Applicant Effective: 2013-05-17	2013-05-17 10:19:00
IR000002	Tiffany Chippanee tischneider@cmshris.com	Yoga Instructor YOGA/YOGA	New Applicant Effective: 2013-05-01	2013-05-01 14:42:38
IR000003	Kelly Costa kischneider@cmshris.com (860) 269-3044	Call Center Representative CALLCTR001/CALLCTR001	Phone Screen Effective: 2013-05-24	2013-05-17 09:27:43
IR000001	Charlene Mitchell lstrong@cmshris.com (860) 269-0959	Yoga Instructor YOGA/YOGA	New Applicant Effective: 2013-05-01	2013-05-01 14:14:00
IR000006	Mike Green mgreen@cmshris.com (800) 517-9099	General Application GENERAL/GENERAL	New Applicant Effective: 2013-05-17	2013-05-17 10:27:56
IR000004	Jane Smith jischneider@cmshris.com (860) 269-3044	General Application GENERAL/GENERAL	New Applicant Effective: 2013-05-17	2013-05-17 10:01:36
<b>Total: 6</b>				



## Contact Information

For pricing, questions and to schedule a demonstration of iRecruit

contact phone      **Richard F. Burrell**  
1-303-991-3510