



A Talent Acquisition System That Provides

- Visibility Into Hiring Results
- Reduced Time To Hire
- Improved Quality Of Hires
- And Reduced Manual Steps



AcquireTM*Professional* an online applicant tracking and recruiting solution designed to meet the needs of HR and Corporate Recruiters in a single easy to use platform.



AcquireTM Professional Includes

Applicant Tracking
Job Posting
Branded Career Center
Recruiting CRM
Hiring Manager Portal
EEOC & OFCCP Compliance
Web Based Solution

AcquireTM Professional Designed For Small To Mid-Size Organizations

AcquireTM *Professional* is the ideal applicant tracking and recruiting system for companies that want an easy-to-use applicant tracking software. AcquireTM is more than applicant tracking software. It is a powerful, easy-to-use talent acquisition system that simplifies the recruiting and hiring process by giving every member of the hiring team access to the information that they need.

AcquireTM *Professional* lets you take control of your recruiting and hiring practices, by providing a 360 degree view into all of the parts that make up the hiring process. Whether you are an HR Professional, Corporate Recruiter, Hiring Manager or Applicant, AcquireTM manages a seamless flow of information throughout each stage of the process.

AcquireTM *Professional* gives HR and Corporate Recruiters the tools to manage the company's talent needs. Easily manage applicants as they apply online through your branded career center. Track applicants through the various stages of the hiring process.

AcquireTM Professional supports corporate recruiters with a recruiting dashboard, CRM (Candidate Relationship Management) and parsing tools to source potential candidates from job boards and social networking sites like LinkedIn and Facebook.

Hiring Manager too have a seat at the table with **AcquireTM** *Professional's* hiring manager portal. Hiring managers have access to applicant information, notes and selection criteria all with the click of a mouse.





Finding and tracking applicants during the hiring process doesn't have to be a manually intensive undertaking.



AcquireTM Streamlines Hiring And Applicant Tracking

Applicant Tracking

Applicant tracking is more then an efficient way of collecting resumes. AcquireTM *Professional* allows you to track an applicant through the complete life cycle, from the beginning when they apply online, to review and submission and to Job offers



- Complete applicant profile
- Always know exactly where each applicant is in the process with online metrics and reports
- Manage all the applicant information in one location
- Track Notes, activities and history
- Paperless applicant management
- Fully automated workflows and applicant stages
- Manage EEOC & OFCCP compliance

& Recruiting CRM

AcquireTM *Professional* helps corporate recruiters find, connect and stay connected with passive candidates that might not find you. With new channels of communication and what seems to be an endless list new social Website, connecting with people has never been easier. But creating and maintaining meaningful relationships with prospective candidates is still challenging.

- Recruiting CRM (candidate relationship management)
- Integrated Candidate Sourcing tools
- Outlook Integration & email campaign management
- Manage all the applicant information in one location
- Notes, email, history and activity tracking
- Complete applicant profile and history





Job Posting Management

When it comes to posting your positions out to the Web it couldn't be easier. AcquireTM *Professional* lets you publish your jobs directly out of AcquireTM with the click of the mouse. Create your posting on the fly or select from a library of saved job descriptions and post them up to your Career Center and third party job boards.



- One Button Posting
- Job Description Library
- Post to Indeed and SimplyHired and 3rd party job boards
- Source Tracking
- Budget Tracking & Management
- Hiring Metrics and Reporting

Branded Career Center & Applicant Portal

First impressions can mean everything. AcquireTM *Professional's* integrated Career Center lets you present your hiring brand your way. AcquireTM's Career Center is seamlessly integrated into your existing Corporate Website giving you a professional destination that welcomes potential candidates and expresses your unique corporate culture.

When visiting your careers site applicants can search open positions via a number of criteria, they can apply for positions, and once registered the Career Center becomes an interactive portal where applicants can return and check status of their application, respond too and update necessary forms and stayed informed on future positions.

- Branded for your corporate culture
- Easy for applicants to search and apply
- Seamlessly integrates with your Website
- Supports customs applications and forms
- General and job specific screening questions
- Complies with EEOC & OFCCP requirements
- Secure login

Candidates Can

- Check application status
- Apply for new positions
- Update forms or documents
- Respond to questionnaires or assessments







Hiring Managers

All the information that the hiring manger needs to manger their role in the hiring process is available to them in AcquireTM. Hiring Managers can be given the option to initiate the job requisition, selecting description from a stored library of previous job postings. Once created job requisitions can be submitted for approval and then on to HR for posting.

It enables hiring mangers to review the applicant's information, and immediately submit feedback. The hiring manager can also designate appointment times for interview scheduling and coordinate the interview process with HR. After the interview, the hiring manager can approve the candidate for the position and initiate the job offer process. Hiring Mangers can also remove the candidate from the selection list and initiate the appropriate follow up actions via email or follow up letter.

- Initiate the job requisition and submit for approval
- Review resumes, applications, applicant profile
- Approve or remove applicants
- Initiate the job requisition and submit for approval
- Coordinate interview scheduling
- Provide real-time feed back

Reports & Analytics

Whether looking at AcquireTM *Professional's* Web analytics or running one of the many reports, AcquireTM gives you the information you need to make informed decisions.

AcquireTM helps you meet your compliance goals. As part of AcquireTM's reporting we generate a comprehensive report containing all the required information outlined in the EEOC and OFCCP regulations. By incorporating the required fields into the applicant tracking database, Acquire automatically saves all activity associated with your candidates and applicants directly in the system.

"We look forward to showing you all that **AcquireTM** has to offer with a with a comprehensive demonstration. We'll answer any questions you may have and show you why Acquire should be your next choice for a Talent Acquisition System."

The AcquireTM Team



For more information or to arrange for an online demonstration please call 800-375-3144 option 1 or contacts us at sales@acquiretm.com