

## Workday Recruiting

Workday Recruiting is an end-to-end talent acquisition application built to help you find, share, engage, and select the best internal and external candidates for your organisation. With Workday Recruiting, you can:

- Manage the entire recruiting life cycle in one system, including workforce planning, sourcing, and advanced talent analytics
- Attract top talent with a consistent and engaging candidate experience from outreach to onboarding
- Streamline the recruiting process by enabling transparency and collaboration across the entire hiring team

Workday Recruiting is designed and optimised for mobile devices. It works the way you work – on the go, collaboratively, and in real time – and helps improve employee engagement and user adoption.

Part of a single Workday system, Workday Recruiting helps organisations achieve true visibility across the entire talent acquisition process.

### Sourcing

#### Job requisitions

As a single system with Workday Human Capital Management (HCM), Workday Recruiting works seamlessly with job requisition creation, management, and fulfilment. With confidential job requisitions, organisations can provide higher security for sensitive requisitions and candidates while only providing a select group of people with access to this information.

#### Candidate management

Bring together internal and external talent, as well as active and passive candidates. Keep candidates engaged through a tailored, straightforward job application process. Use the Workday core security model, business process framework, and reporting capability to support local regulations.

#### Referrals

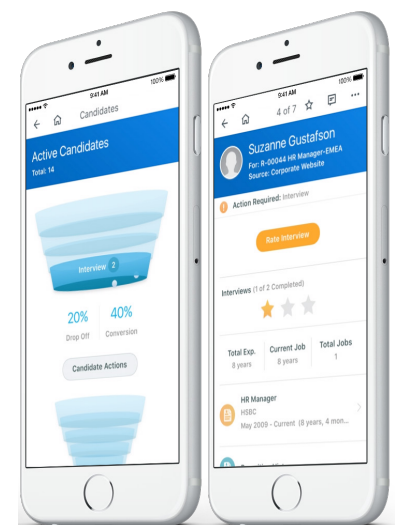
Workday Recruiting enables the entire organisation to participate in the talent acquisition process using referrals and recommendations. Through the referral leaderboard, you can encourage employees to generate more referrals by allocating points to their referral activity.

### Key features

- One system
- Workflow automation
- Mobile-driven experience
- Confidential job requisitions
- Internal and external sourcing
- Configurable job applications
- Referral leaderboard
- Dynamic candidate workflow
- Proactive candidate management
- Collaborative interview management
- Consolidated candidate history
- Full talent life cycle reporting and metrics

### Key benefits

- Complete insight
- Compensation to offer intelligence
- Compliance woven in throughout
- Visibility into strategic talent
- Increased user engagement and adoption
- Improved recruiter productivity
- Mobile referral for employees
- Elimination of new-hire integrations
- Tailored candidate experience



## Endorsements

Refine candidate pools with endorsements. As candidates identify contacts within your organisation, Workday automatically seeks their endorsement.

## Social media integration

Extend your core candidate management system with Workday-supported connectors for social media, online job posting, and recruitment marketing.

## Hiring

### Candidate selection

Hiring is a team sport. With greater visibility and access anytime and from anywhere, the entire hiring team can collaborate and communicate in real time about the status of candidates. Connect your hiring managers, recruiters, interviewers, and those making referrals in an effective team process.

### Offer management

Workday Recruiting accelerates the close process with configurable workflows, a seamless connection to compensation, and an easy-to-sign offer and global contract builder.



## Onboarding

### Seamless candidate experience

Part of a single system with Workday HCM, Workday Recruiting supports a seamless and positive onboarding process – from the first touchpoint to the acceptance of an offer to a warm welcome for a new hire.

### Automated workflow

Reduce time to hire by automatically dispositioning or moving candidates forward in the recruiting process. Increase productivity by streamlining the entire onboarding process – from background verification and offer management to hiring and first-day orientation – all within your core system-of-record.



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