

# E-NET SELECT

A Dynamic Internet Selection System



## Now ...

*How do you eliminate wasted time on those who are totally unqualified?*

*What can you do to ensure that you are selecting the best of the available candidates?*

*How do you make sure that quality applicants are being interviewed and not "lost" on someone's desktop?*

*What can be done to create an expedited hiring process so good candidates aren't lost to competition?*

*How can you improve the sharing of information among interviewers – and rapidly move qualified candidates to other departments?*

*Can you reduce hiring risk by integrating background checking services?*

*... and deliver all this on demand and up-to-date, to any desktop, in any location, at any time of the day or night?*

*... the answer is **YES!** You can if you use the **E-NET SELECT** Internet Selection System.*

## What Does E-NET Select Do?

Getting people interested in the positions you have available is one thing. The minute they respond is where **E-NET SELECT** takes over.

## Online Interviews Via the Web or Telephone

- o Job board utility for your Web site
- o "Hot Link" from a job board directly into the application process
- o Job description
- o Company benefits description
- o Ask "filtering" questions to identify those who are – and are not – qualified candidates for the position in which they expressed an interest (those not qualified can be informed and dropped from the process if desired)
- o Ask skill or education related questions specific to the position
- o Select from templates or create your own custom interview questions
- o Optional psychometric assessment of job related attitudes, beliefs and values predictive of work place performance
- o Comprehensive job application form
- o Voluntary disclosure of EEOC information

## "Know Now!" Instant Email Notification of Completed Applications

- o Want to know when you have completed applications? Toggle the "**Know Now!**" function and you will be instantly notified via email.
- o "**Know Now!**" is selectable by position and can be modified at any time.
- o Email for individual positions can be directed to the same or different email addresses.



## Online Application Management and Tracking System

### Detailed Candidate Reports

- o View completed applications, including extensive search capability
- o Review assessment reports
- o Log notes on interviews and view notes from other interviewers

### Candidate Communicator

- o Optionally post interview progress which only the applicant can view via the Web
- o Communicate via email with the applicant

### Integrated Candidate Researcher

- o Generate online requests for services and view the results for:
  - o *Background screening*
  - o *Employment history verification*
  - o *Education verification*
  - o *Professional license verification*
  - o *Substance abuse testing*

### Online Resume Access

- o Recruiters can view a "cut and paste" resume
- o Recruiters can download the uploaded version of a word processing, Adobe Acrobat or other version of a resume

### "One-Screen" Controls Access to Candidate Data

- o Select positions
- o Select applicants for those positions
- o Select application detail
- o Select background checking reports
- o Select assessment reports

## The "ToolBox" Site Manager Puts You In Control

When you want to make a site change, you can ask us to do it or do it yourself. Your authorized site manager can:

- Create, edit and post a position
- Manage access and security levels
- Create new questions – both informational and "filtering" questions
- Ensure standardization and compliance by restricting question creation to selecting from an approved "library" of questions
- Add a new division or subordinate company
- Manage the "Know Now" instant notification services
- Test the application process
- Administer any or all locations and sites

No custom software is required to install on your local computer or server – AOL, Netscape or Internet Explorer browser and Internet access is all that is required to administer and manage the system.

## Instant Benefits:

- Easy to afford
- Eliminate "lost" applications
- Make better hiring decisions faster
- "One Screen" access to all hiring data, assessments, notes and background checking reports
- Communicate more effectively with applicants
- Manage recruiter activity
- Track necessary statistics
- Standardize the hiring process
- Simple to use
- Always up-to-date
- Accessible for applicants via the Web or by the telephone
- Easy to train people how to use it
- Fast to manage
- No software to install
- No special hardware to buy

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