

Visma EasyCruit

Tips & Tricks



Tips & tricks - EasyCruit

- Search and find the best candidates
- Interview reminders and more
- File-type configuration
- HTML-emails
- Customizable email-templates
- Panel review
- Career-pages - flexible and fully mobile optimized (responsive)
- Easy application process for a candidate:
 - Apply with Facebook, LinkedIn, Xing and/or Viadeo
 - CV-parsing
 - Upload/attach files from the cloud
- Facebook / LinkedIn career-pages
- Demo and Q&A

Search and find

- Possible to search for candidates in complete database or in a specific vacancy
- Search for candidates using criterias like name, experience, education, additional questions. Also possible to search in attached files (PDF, Word, Text)
- Tip is to start with a “broad” search and then narrow it down using more filters
- Possible to save your search criteria, makes it easy to re-use your search later

Interview reminders and more

- EasyCruit will automatically send a reminder to the candidate x amount of days before the actual interview
- Possible to send reminder via either email or SMS (or both)
- Possible to send Outlook-calendar file to interviewers that should attend

File-type configuration

- Possible to decide which file-types that your EasyCruit should accept
- Possible to for example block the candidate from uploading a file in Lotus 123 format
- Candidate can easily find out which file-types that are accepted, EasyCruit will block the candidate if trying to upload a file that isn't accepted

HTML-emails

- Possible to brand all emails that are sent from EasyCruit
 - Logo
 - Images
 - Embed information like a Google-map or for example a YouTube-movie
 - Format text: change font, sizes and colors
- Possible to use different branding for each department in your EasyCruit

Customizable emails

- Possible to create your own emails and progress-steps
- Examples could be “Welcome pack”, “Delay in process” and more interview steps
- All custom emails that are created will work in the exact same way as the standard emails/progress-steps (how to select them and how EasyCruit will handle the candidates)
- Maximum amount of customizable emails that can be created: 50

Panel review

- Possible to send one or multiple candidates to a “panel” to get their comments and rating
- Each person that are participating in the panel will leave their individual comment and rating
- EasyCruit will present an average score for each candidate, possible to “drill down” and see each participants comment and score
- Great function to use in difficult recruitments

Career-pages

- Great possibilities to create a totally customized career-page following your brand and guidelines
- Either Visma can create your career-page layout or you can do it yourself using our APIs
- The career-pages can contain text, images, videos, Google-maps and more (sky is almost the limit)
- All career-pages are made fully mobile friendly (responsive)
- Your EasyCruit can handle multiple brands and career-pages

Easy application process

- When a candidate are applying to a vacancy the candidate can use his/her Facebook, LinkedIn, Xing or Viadeo profile
- EasyCruit can “analyze” and grab information from the candidates CV with the support of “CV-parsing”
- Possible for a candidate to upload/attach a file from the cloud using Google Drive and/or Dropbox
- The candidate are in full control regarding which information that should be sent (add, edit or remove imported information)

Facebook / LinkedIn career-pages

- Possible to have a separate “Work with us” page/tab on either Facebook or LinkedIn
- Makes it easy for a candidate to find and share your vacancies on your Facebook or LinkedIn pages
- Possible to post either individual vacancies or “mirror” vacancies to Facebook and/or LinkedIn
- EasyCruit will automatically track which applications that have arrived from Facebook and/or LinkedIn in the report module



Respect
Reliability
Innovation
Competence
Team spirit