



# OnePoint HCM

**Building an Efficient and Effective  
Talent Acquisition Strategy**

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# Welcome!

**Lisa Jacobs**  
**Solutions Consultant**



**Rob Foster**  
**Director of HCM Solutions**



# What do we do?

# We understand what you are going through.





# The Future of Business



# Getting back to work



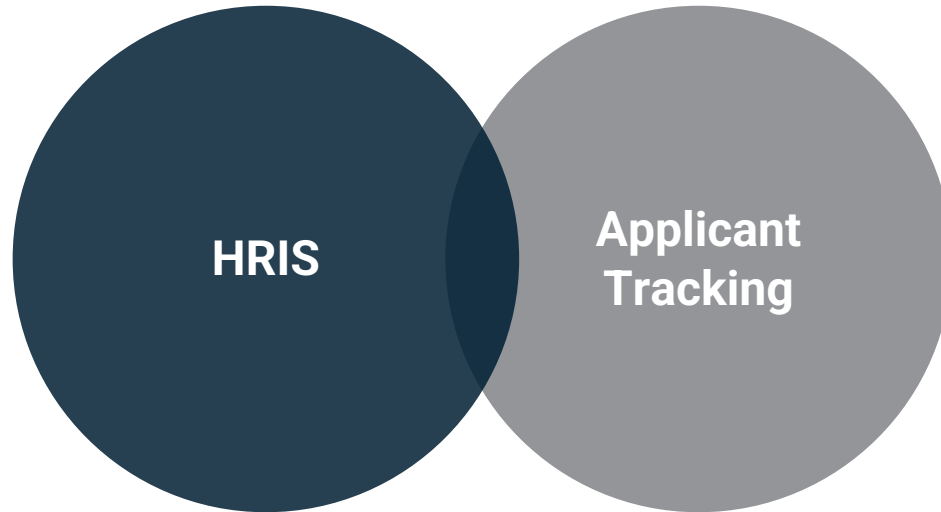
“

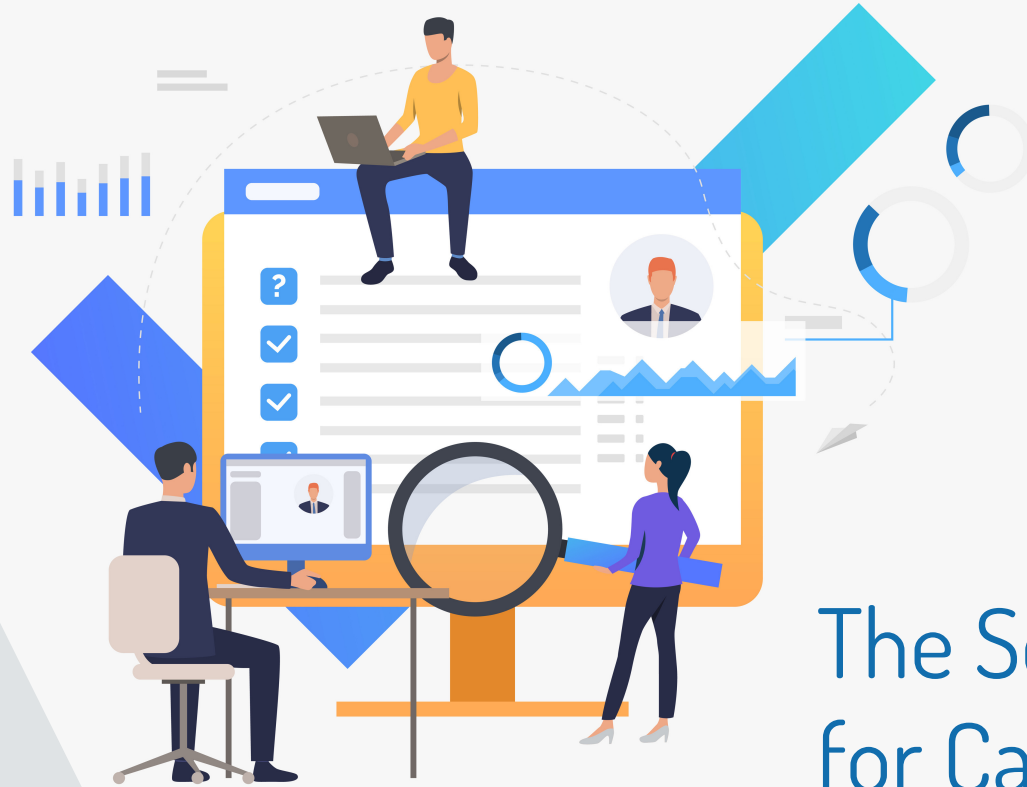
2020's adversities will certainly inform talent acquisition trends in 2021. More companies will adopt virtual recruiting technologies; shift talent attraction efforts to remote candidates; consider internal talent pools; and focus on diversity, equity and inclusion. The best recruiters will take the opportunity to add new skills, adapt as needed and show their value to the organization."

*SHRM Website*

”

## Modular Systems – The problem with crossover





## The Search for Candidates

## Three Phase Strategy for Recruitment

- ▶ New Recruiting Strategies
- ▶ Utilize Job Board Integrations
- ▶ Simplify the Application Process

**Utilize tools  
to inform  
current  
employees  
of initiatives**



# Streamline the Process of Internal Referrals

The screenshot displays the OnePoint employee dashboard. At the top left is the OnePoint logo and a hamburger menu icon. The time 3:58 PM (PDT) is shown. The main header area features a user profile for Kacey Jones, with details: Position Title: Selma CSR, Employee ID: 0008, and Hired Date: 01/01/2011 (10 Years, 4 Months, 4 Days). To the right of the profile is a 'Today's Tasks' section showing 1 Notification to Review. Below the header is a navigation bar with links: Home, Main, My Dashboard, and a settings gear icon. The main content area starts with a 'Start' section marked by a star. Below this are five icons representing different functions: My Favorites (apple icon), Benefits (suitcase icon), Time Off Requests (calendar icon), Employee Documents (clipboard icon), and Refer a Friend! (person icon). The 'Refer a Friend!' icon is circled in blue.

OnePoint

3:58 PM (PDT)

Kacey Jones  
Position Title: Selma CSR  
Employee ID: 0008 | Hired Date: 01/01/2011 (10 Years, 4 Months, 4 Days)

Today's Tasks  
1 Notifications to Review


Home | Main | My Dashboard | ⚙️



★ Start

My Favorites | Benefits | Time Off Requests | Employee Documents | Refer a Friend!






# Tailored Engagement to Meet YOUR Needs



10:26 AM (PDT)MY HR





[← Employee Referral Form \(New\)](#)



Page 1 of 1

 106% 

 [Reset](#)



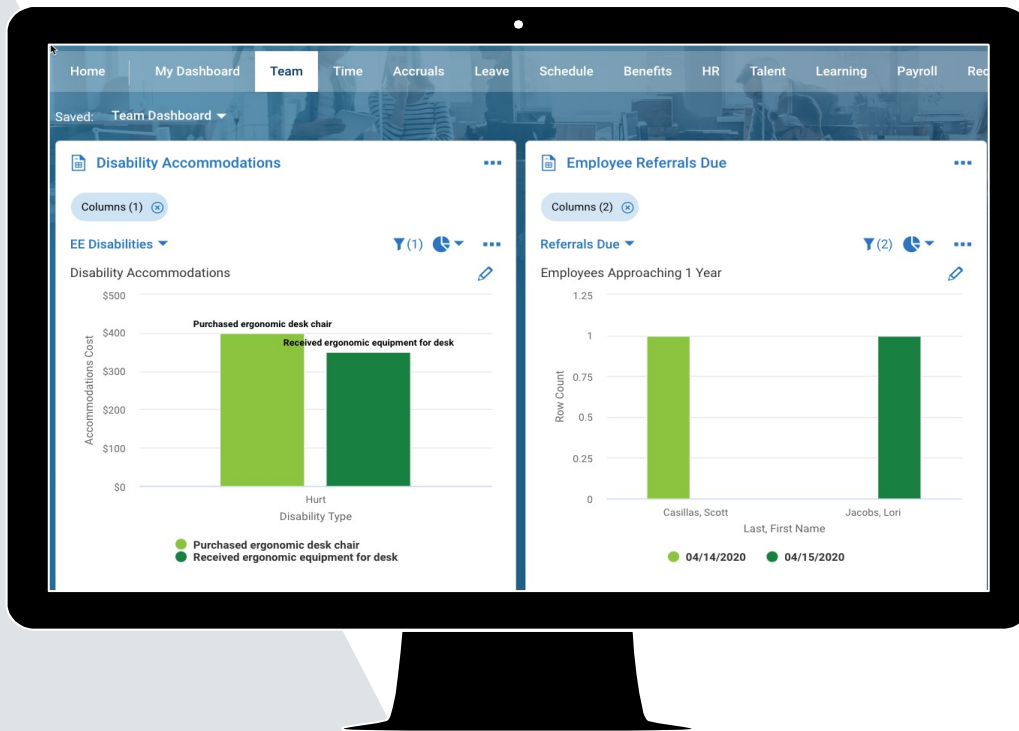
## EMPLOYEE REFERRAL BONUS PROGRAM

Employee

Referral Name

Phone Number \*

Please make sure to include the (XXX) area code in the phone number!



Ensure timely updates on internal referrals

## Three Phase Strategy for Recruitment

- ▶ ~~New Recruiting Strategies~~
- ▶ Utilize Job Board Integrations
- ▶ Simplify the Application Process

1:32 PM (PDT)
Feedback
 68

**Stephanie Smith**  
 Employee ID: 0084 | Hired Date: 01/01/2012 (9 Years, 3 Months, 28 Days)

Today's Tasks   

**2**  
New To Do's

**3**  
Notifications to Review

Home | My Dashboard | Team | Time | Accruals | Leave | Schedule | Benefits | HR | Talent | Learning | Payroll | **Recruitment** | Succession | | Edit Mode

Saved: Recruitment Dashboard ▾

### Job Applicants by Stages

Candidates by Location ▾ 🔍 ⚙️ (0) 📊 ...

Qualified CSR Applicants (Last 12 Mo) ✎

Stage	Count
New Applicant	46
Interview Candidates	18
Hired	31
Candidate Not A Fit	9
Screen Candidate	10
Reviewed Applicant	20
Offer Declined	3
Perform Background Checks	4

### Time to Hire

Columns (1) ⌵

Time to Hire by Manager ▾ 🔍 ⚙️ (1) 📊 ...

Avg Time to Hire by Job Title ✎

Job Title	Time to Hire (Avg)
Butler	0
Butler I	0
Cashier	0
Craftsman	0
Representative	0
Training Wk Staff	0
Legal Secretary	328
Office Administration	531
Post Control Adviser	531
Sales Manager	0
Support Engineer II	1,645
Web Programmer	901


### Recruitment



Open Requisitions  
**11**

2 Requisitions Without Applicants

- ☐ New Applicant **33**
- ☐ Reviewed Applicant **9**
- ☐ Screen Candidate **9**
- ☐ Interview Candidate **13**
- ☐ Candidate Not A Fit **7**
- ☐ Extend Offer **0**
- ☐ Offer Declined **3**
- ☐ Offer Accepted **0**
- ☐ Perform Background Checks **4**

# Our New Recruiting Workspace

1:08 PM (PDT)

Feedback

← Job Requisition

Fine Dining Wait Staff

Back to Standard View

Job Requisition #: 369247682 | Type: Internal & External | Status: Opened | 1 Days Open | 0 Total Applications | 0 New Applications

Job Req. InfoApplications

Jump To

Requisition Details

Job Details

Hiring Stages

Contact Information

Requirements

Compensation

Summary

Custom Fields

Career Portal Page Links

eQuest

Requisition Details

Job Requisition Template

Choose...

☐ Resume Required☒ Allow Quick Apply

Job Title \*  
Fine Dining Wait Staff

Job Requisition ID  
369247682

Status  
Opened

Default Position  
Choose...

Default Job  
Fine Dining Wait Staff

Location \*  
San Diego

Department \*  
Hospitality

Task/Jobs

Quick Actions

PREVIEW

SAVE

ADD APPLICANT

NOTIFY APPLICANT

CLOSE

Supporting Documents

A maximum of 5 files are allowed to be selected.

Upload Document

Page

1

of 1

1 - 11 of 11 Rows

Saved:

Jobs by Location

Columns (2)

2 (2)

	Grouped By				Job Title	Created	Active From	Active To	Job Status	Active		Workflow Status	
<input type="checkbox"/>	Default Location Modesto												
<input type="checkbox"/>						Student and Special Education Attorney	02/11/2021 08:43a			Opened	Y		Approved
<input type="checkbox"/>	Default Location Sacramento												
<input type="checkbox"/>						Field Service Representative	08/28/2020 10:52a			Opened	Y		Approved
<input type="checkbox"/>						Grade Level Chair - Leak PreK Teacher	04/29/2021 12:28p			Opened	Y		Created
<input type="checkbox"/>	Default Location San Diego												
<input type="checkbox"/>						Fine Dining Wait Staff	04/29/2021 01:06p			Opened	Y		Approved
<input type="checkbox"/>	Default Location Santa Rosa												
<input type="checkbox"/>						Sales Manager	10/21/2019 07:55a	01/01/2019		Opened	Y		Approved

## Leverage integrations with multiple external job boards!



indeed®



 ZipRecruiter



eQuest®

**eQuest**

Advantage Network

☐ Advantage Network ?

Premium Network

Directly post, unpost and view the status of eQuest postings.  
Note: Charges will apply for posting job requisitions to premium job boards.  
In order to post a job requisition, selections for Classification Type, Function and Industry are required.

Equest Specific Fields Required for Posting

Classification Type  Function  Industry

**POST ON PREMIUM EQUEST BOARDS** **UNPOST ON PREMIUM EQUEST BOARDS**

**VIEW JOB STATUS ON PREMIUM EQUEST**

# Our New Recruiting Workspace

OnePoint

2:01 PM (PDT)

Feedback

61

?

Fine Dining Wait Staff

Back to Standard View

Job Requisition #: 369247682

Type: Internal & External

Status: Opened

2 Days Open

3 Total Applications

3 New Applications

Job Req. Info

Applications

▼ Requisition Details

Job Requisition Template

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☐ Resume Required

☒ Allow Quick Apply

Job Title \*

Fine Dining Wait Staff

Job Requisition ID

369247682

Status

Opened

Default Position

Choose...

Default Job

Fine Dining Wait Staff

Location \*

San Diego

Department \*

Hospitality

Task/Jobs

Scheduling

Project

Funding Source

Cost Center 9

Select Applicants

×

Applicant(s) \*

Rachel Green

CANCEL

OK

→ Quick Actions

PREVIEW

SAVE

ADD APPLICANT

NOTIFY APPLICANT

CLOSE

▼ Supporting Documents

A maximum of 5 files are allowed to be selected.

Upload Document

Choose

No file chosen

## Three Phase Strategy for Recruitment

- ▶ ~~New Recruiting Strategies~~
- ▶ ~~Utilize Job Board Integrations~~
- ▶ Simplify the Application Process



# Streamline the applicant experience

## The Jacobs Company LLC

Results (9)

Search Job Title or Keywords

Categories  Location

Customer Support Representative Location: Hillsboro, OR Job Category: Operations	<a href="#">APPLY FOR JOB</a>
Field Service Representative Location: West Sacramento, CA Job Category: Medical	
<b>Fine Dining Wait Staff</b> Location: Selma, CA Job Category: Hospitality	
Office Administration Location: Fresno, CA Job Category: Administration, Finance, Accounting	
Sales Location: Selma, CA Job Category: Sales, Technology, Human Capital Management	

### Fine Dining Wait Staff, Selma

#### General Information

Job Title:	Fine Dining Wait Staff
Location:	2020 2nd Street Suite 200 Selma, CA, 93662 United States
Employee Type:	FT Non-Exempt
Job Category:	Hospitality
Minimum Experience:	4 Years
Manage Others:	No

#### Description

- Provide excellent customer services
- Greet customers and present menus
- Make suggestions based on their preferences
- Take and serve food/drinks orders
- Up-sell when appropriate
- Arrange table settings

# Streamline the applicant experience

Apply for a Job

First Name \*

Applicant

Last Name \*

Name

Email \*

email

Phone

222-555-1212

Areas of Interest

Areas of Interest

Date Available for Position:

Immediately

Resume ?

Upload Resume

Sample Format

CANCEL

APPLY

Apply for a Job

Job Application

Title

Fine Dining Wait Staff

Category

Hospitality

Location

Selma , CA

✓

**Hooray!**  
Your Application was successfully Submitted. We will review your application. In the meantime, feel free to view and apply for other existing opportunities.

OK

mclark@nomail.com

Phone

916-622-5201

Areas of Interest

Areas of Interest

CANCEL

APPLY

# Custom Workflows Drive YOUR Hiring Process

The screenshot displays the OnePoint hiring process interface for a candidate named Marie Clark. The top navigation bar includes the OnePoint logo, the time 9:16 AM (PDT), a Feedback link, and a notification bell with 58 alerts. The main header shows the candidate's name, Marie Clark, and a 'Back to Standard View' button. Below this, a status bar indicates the candidate is 'New' with contact information: email mclark@nomain.com, phone +1 916 622-5201, and a 'New Applicant' label. The left sidebar contains a 'Jump To' section with links for Hiring Stages, Resume, Job Application, Questionnaires, and Hiring Stages Change History. Below this is the 'Applicant Info' section, which is currently expanded. The main content area shows the 'Hiring Stages' section with a progress bar indicating the current stage is 'New Applicant'. The 'Job Application' section is also visible, showing a 'Status' dropdown set to 'New' and a 'Rank' field set to '6'. The 'Applicant Info' section includes fields for Education, Last Work Experience (DIRECTORY.COM, INC.), Recent Jobs Applied, and Field Service Representative (#318Q21536). The right sidebar contains 'Quick Actions' (SAVE, REVERT TO THE PREVIOUS STAGE, ADD EVALUATION QUESTIONNAIRE, SCHEDULE INTERVIEW, COMMUNICATE) and 'Supporting Documents' (A maximum of 5 files are allowed to be selected, Upload Document, Choose, No file chosen).

OnePoint  
9:16 AM (PDT)  
Feedback 58 ?

← Fine Dining Wait Staff

Marie Clark

0 | New | mclark@nomain.com | +1 916 622-5201 | New Applicant

Back to Standard View

Jump To

- Hiring Stages
- Resume
- Job Application
- Questionnaires
- Hiring Stages Change History

Applicant Info

- Education
- Last Work Experience  
DIRECTORY.COM, INC.
- Recent Jobs Applied
- Field Service Representative  
#318Q21536

Hiring Stages

Define Stages

< ● New Applicant ○ Reviewed Applicant ○ Screen Candidate ○ Interview Candidate ○ Candidate Not A Fit ○ Extend Offer ○ Offer Decline >

Resume

Job Application

Status New Rank 6

Comments Entered By Applicant

Quick Actions

- SAVE
- REVERT TO THE PREVIOUS STAGE
- ADD EVALUATION QUESTIONNAIRE
- SCHEDULE INTERVIEW
- COMMUNICATE

Supporting Documents

A maximum of 5 files are allowed to be selected.

Upload Document

Choose No file chosen

Communicate: 1 Applicant(s)

JUMP TO

Email

SMS

## Email

☒ Send Email Communication[Template To Use](#)

1st Interview



From \*

noreply@onehcm.com

Subject \*

OnePoint HCM Interview Request

Message

**B** *I* U ~~S~~ *IL*
Roboto Light 14px

{ACCOUNT\_FULL\_NAME}

Communicate: 1 Applicant(s)

JUMP TO

Email

SMS

[ADD TAGS](#)

## SMS

☒ Send SMS Communication

Message limit: 1400 characters. remaining: 1272

{ACCOUNT\_FULL\_NAME}

We would like to interview you for {JOB\_REQUISITION\_TITLE}

We look forward to speaking with you!

[ADD TAGS](#)

**Leverage  
iCalendar invites,  
e-mail, or SMS  
Communication**



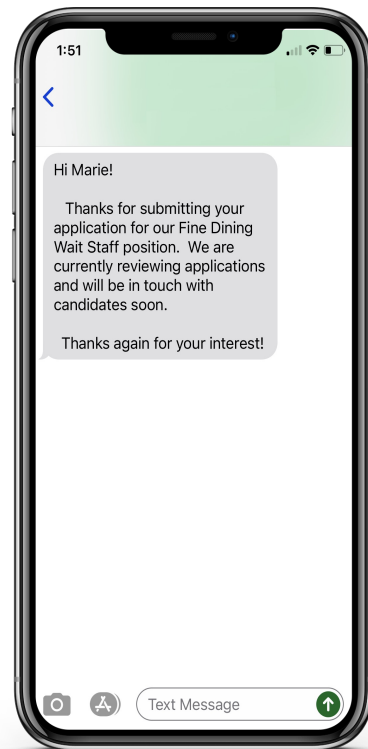
## Applicant Applied For Job

Apr 8, 2021, 1:34 pm  
noreply@onehcm.com

Stephanie Smith

Please see applicant for current Customer Support Representative. Please set up initial review and interview.

Thanks!



# A Single Database for both Internal and External Candidates

← Job Requisition

Fine Dining Wait Staff

Job Requisition #: 369247682

Type: Internal & External

Status: Opened

1 Days Open

3 Total Applications

3 New Applications

Back to Standard View

Job Req. Info

Applications

→

⚡ Quick Actions

Applications

Page 1 of 1

1 - 3 of 3 Rows

Saved: [System]

▼(1) ...

			First Name	Last Name	Primary E...	Applicati...	Job Appli...	↓ Applied On	Question...	
			starts with	starts with	=	=	=	=	=	
<input checked="" type="checkbox"/>			Rachel	Green	rgreen@nomail.com	New	New Applicant	04/29/2021 01:12p		
<input type="checkbox"/>			Roland	Casillas	rcasillas@mailinator.com	New	New Applicant	04/29/2021 01:11p		
<input type="checkbox"/>			Jeff	Carr	jcarr@test.com	New	New Applicant	04/29/2021 01:10p		

ADD EVALUATION QUESTIONNAIRE

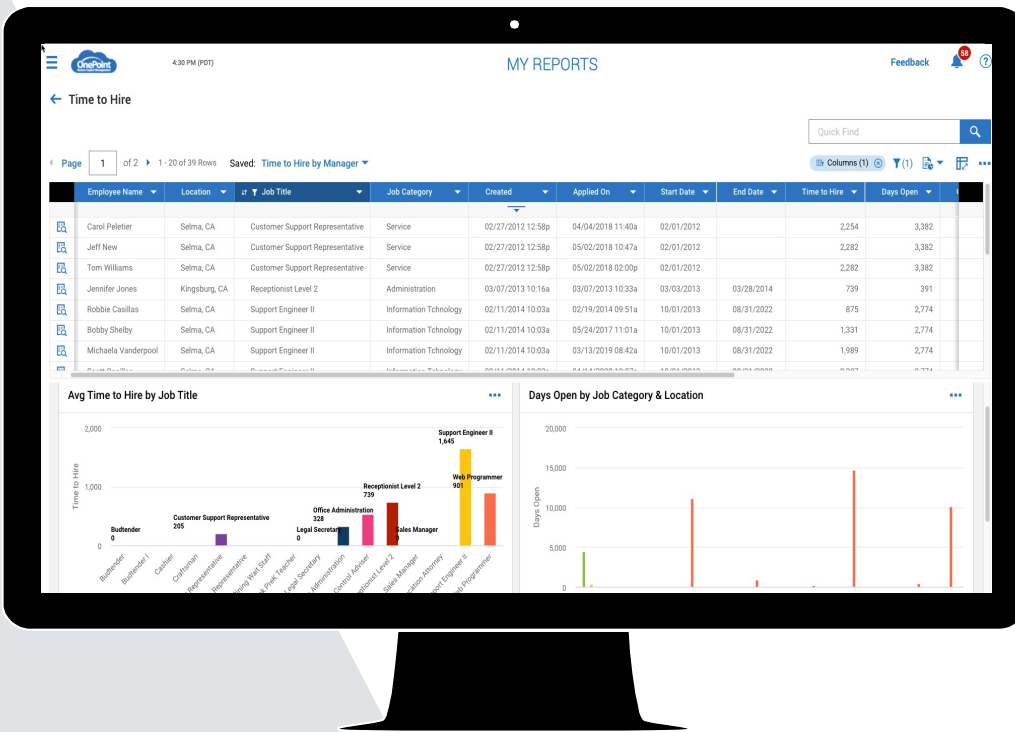
UPDATE HIRING STAGE

COMMUNICATE

VIEW

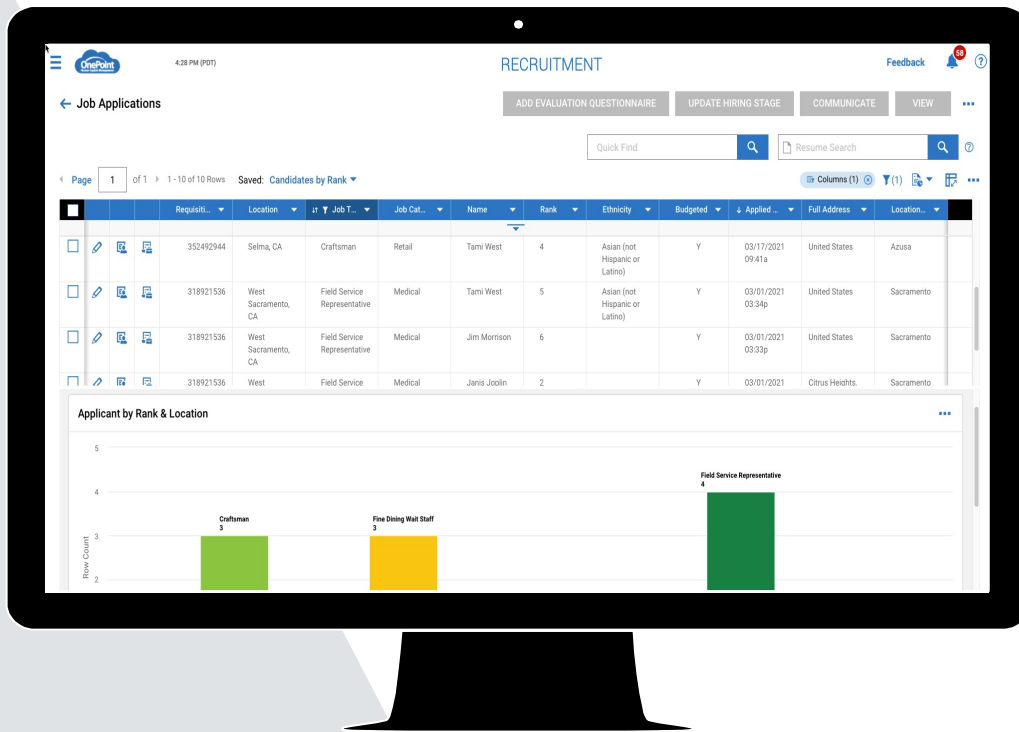
UPDATE APPLICATION RANK

Supporting Documents



# Comprehensive Real-Time Reporting

## Your costs, visualized in real time



# Comprehensive Real-Time Reporting

Maintain your Talent Pool