



## OpenHire

The Premier Applicant Tracking System  
To Optimize, Evolve, and Streamline Your  
Recruiting Process

### Lower Costs and Increase Quality-Per-Hire

- Hire the best people as quickly and cost-effectively as possible.
- Cut two weeks off your hiring cycle time.
- Reduce your cost-per-hire by 25%.
- Lower your agency fees by 50%.
- Research indicates that online recruiting can reduce cost-per hire by as much as 80% when compared to traditional recruiting methods\*. The proliferation of online job boards, corporate career sites, and email has opened a new and cost-effective channel for recruiting managers to reach talented professionals.
- Recruiters can only capitalize on the Internet if they have an organized system to handle the massive influx of data from different sources, alongside resumes from traditional referral agencies. Without a system, recruiting can become a missed opportunity at best and a costly administrative nightmare at worst.

“After implementing OpenHire, NetIQ’s average quarterly spend on agencies fell by 87%. Overall, our Cost-Per-Hire fell from \$7,900 to \$2,550, a 67% reduction. This operational cost reduction directly impacted our company’s bottom line.”

- Lisa McDougald,  
NetIQ Corporation

Since 1998, recruiters have used OpenHire to find and track premier talent, while driving down hard and soft recruiting costs. OpenHire’s automated system allows recruiters, hiring managers, and human resources personnel to focus on core recruiting activities while minimizing costs and administrative processing. Effective candidate tracking and reporting tools allow managers to carefully control referral agencies, reduce fees, and increase quality-per-hire.

### Focus Your Recruiting

Focus your time and resources on attracting top notch talent, strategic planning, and promoting your company instead of on manual administrative tasks such as posting jobs and processing resumes. OpenHire frees up recruiters by automating job posting to job boards, corporate sites, and intranets. OpenHire automatically accepts and organizes incoming applicants from multiple sources, including referral agencies. Advanced knowledge base search options make retrieval of candidates a quick and thorough process.

### Drive Bottom Line Savings

Centralize your recruiting operation within one system that reduces data entry, eliminates processing service fees, and controls agency fees. OpenHire’s proprietary technology integrates with email, fax, online job boards, corporate job sites, and internal intranets, eliminating costs normally associated with importing resumes into a database. Recruiters do not have to pay someone to hand-key resumes into a database. By screening candidates that come from referral agencies, recruiters also avoid paying for candidates who are already in their knowledge base.

### Increase Strategic Business Intelligence

Gain valuable insight into resource allocation, EEOC compliance, and overall ROI from your recruiting process. OpenHire’s array of real-time reports serves as a powerful recruiting business intelligence tool to quickly evaluate every source of job candidates and plan effective recruiting strategies. Each report provides hard data to provide 360-degree support to the recruiting process, including vendor negotiations, resource allocation, management reporting, and EEOC compliance auditing.

### Streamline Workflow

OpenHire provides a central source to store information that supports candidate evaluations. The system, which is accessible any time and anywhere, integrates with most HRIS systems. Recruiters and hiring managers can access OpenHire on the road and at corporate headquarters. Each step of the recruiting and candidate evaluation cycle runs uninterrupted by travel schedules and remote office locations; recruiter feedback is always available to each team member for reference when making final candidate decisions. If a candidate accepts a job offer, OpenHire can transfer their personal data to your corporate HRIS system, resulting in a fully integrated closed-loop recruiting process.



## Key Advantages Of Openhire:

- Integration to all job boards: auto post, auto collection, and auto response
- Ability to post and edit job openings from OpenHire to corporate career sites
- Advanced referral management system with integration to corporate intranet sites
- Intelligent search and retrieval of resumes
- Comprehensive EEO and management reporting
- Integration to most human resource and payroll applications
- Screen agency referrals for candidates already in the knowledge-base
- User interface that is easy-to-learn and use
- Rapid implementation, often less than one month
- Secure and reliable hosted application delivery
- 24/7, 365 day customer care and support

“The entire candidate selection process is five times as efficient with OpenHire than our previous system. Our ability to manage incoming applicants within a searchable database is phenomenal. I have heard nothing but praise from our hiring managers.”

- Tom Bagarella  
Boston University

## Patented Job Board Integration

OpenHire is the ONLY recruiting management application with the ability to seamlessly integrate with all major sources of resumes – for both job posting and resume mining. OpenHire seamlessly pushes your jobs to Internet job boards of your choice, then automatically collects candidate information as they apply – always tracking the original source of every applicant. OpenHire’s patented browser technology enables you to automatically source candidates from Internet job board resume databases directly into OpenHire, ALL WITH ONE CLICK IN REAL-TIME!

## Candidate Qualification Screening

Pre-screening makes job candidate evaluation faster and more consistent. Recruiters can customize an unlimited number of job-specific questions and weighted answers for each position available. Applicants answer the questions while applying or interviewing for a position, and OpenHire automatically scores their answers. Recruiters can then select the most qualified candidates without manually reviewing each resume.

## Candidate Communication Tools

Communicate with candidates quickly and easily and track your correspondence with OpenHire’s communication tools. Communications can be streamlined with batch emails through the use of customized message templates, while still allowing personalization using merge fields. Outgoing correspondence is automatically tracked in the candidate’s history.

## Requisition Approval Process

With OpenHire’s requisition approval process, recruiters can automate their job requisition process by ensuring that requisitions receive approval from required individuals before release. The requisition process is email-based and can be utilized by anyone in the company.

## Offer Approval Process

OpenHire facilitates the job offer approval process by ensuring offers are properly reviewed before being sent to the job candidate. The offer process can be completely automated through email and offer letter generation.

## Training & Support

OpenHire offers its clients on-site training, Web-based training, and implementation. Live customer support is available toll-free over extended business hours. Extensive support materials are also provided.

\*Source: Achieving Results With Internet Recruiting. 1998 Survey, iLogos Research

the life suite



OpenHire



RedCarpet



WingSpan



GreenLight



Eprise

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