# OLEEO RECRUIT

## APPLICANT TRACKING SYSTEM

Remove complex, manual processes through Oleeo's comprehensive workflow automation. Data driven insights and guidance are embedded throughout, from screening recommendations, to creating vacancies and great reporting and real-time dashboards all supporting hiring managers and recruiters alike free to focus on what they do best.

# Oleeo Recruit: Core Product

**Oleeo**

| CAPABILITY | DESCRIPTION |
|---|---|
| **TAILOR & AUTOMATE** | |
| Dynamic Workflows | Configure and automate multiple dynamic workflows across the source, select, and hire lifecycle |
| Automation and Bulk Processing | Take advantage of automation and bulk processing capabilities throughout Oleeo |
| **SOURCE** | |
| Branded Job Search Portals | Have branded job search portals for internal, external, and agency hiring |
| Opportunity Creation & Approval | Provide recruiters with a tailored opportunity creation form, and automate the approval workflow |
| Candidate Bank | Manage a searchable candidate bank portal, with evergreen applications, including the ability for candidates to update their profiles, and an automated workflow to engage with and track talent |
| Opportunities Search Engine | Allow candidates to search opportunities based on specific criteria such as industry, function, and location |
| Application Forms | Leverage dynamic application forms tailored to meet your needs |
| Social Apply | Allow candidates to complete application forms with their social media profiles |
| Employee Referrals | Provide an Employee Referral Portal, allowing employees to monitor their referrals, and for HR to track progress for compliance and potential payments |
| Resume/CV Parsing | Automatically parse data from resumes/CVs |

# Oleeo Recruit: Core Product

**SELECT**

| CAPABILITY | DESCRIPTION |
|---|---|
| Candidate Management | Create flags and add priorities to candidates, and leverage multiple evaluation forms to capture screening notes, rejection reasons, interview notes, etc. |
| Anonymous Screening | Optionally, remove names and other candidate information from resumes/CVs. |
| Text/Whatsapp Messaging | Enable recruiters to communicate 1:1 or 1:many with candidates via text from within the Oleeo application, tailoring and tracking all interactions. |
| Automated Interview Management | Automate the scheduling of single, multiple, and panel interviews, designing workflows that are unique to each job type |
| Virtual Interviews | Create onsite or virtual interviews, automatically adding virtual meeting links. |
| Interview Self-Scheduling | Allow candidates to self-schedule, reschedule, and cancel interviews from any device |
| High Volume Interview Days | Manage interviews for super days/assessment centres or other high volume interview events |
| Candidate Profiles | Auto-create candidate profile summaries for hiring teams |
| Mobile Interview | Automate the collection of interview feedback |
| Interview Team Central | Simplify schedules, agendas, appointment management, confirmations and more with one central spot built for interview teams |

# Oleeo Recruit: Core Product

| MODULE | DESCRIPTION |
|---|---|
| **HIRE** | |
| **Automated Reference & Background Checks** | Leverage tailored reference and background check workflows |
| **Offer Management** | Manage complex offers and offer approval workflows |
| **Automated Pre-boarding Workflows** | Complete pre-employment forms and automate preboarding communications |
| **Electronic Signatures** | Send, sign, and succeed with secure, auditable electronic offers, contracts, and signatures |
| **USERS & SECURITY** | |
| **User Profiles** | Create a range of user profiles to manage all your recruitment and administration activities |
| **Privacy & Security** | Oleeo is accredited to ISO 27001:2013 and independently audited every six months by BSI |
| **Dashboards** | Configure and access personal dashboards, containing a variety of widgets, including graphs, table lists, and quick links |
| **DASHBOARD REPORTING** | |
| **Reporting** | Create and schedule reports |

# Oleeo Recruit: Add-On Modules

| CAPABILITY | DESCRIPTION |
|---|---|
| **INTELLIGENT JOB POSTING** | Target your ideal candidates and spend smarter with programmatic job ad campaigns |
| **INCLUSIVE WRITING** | Reduce gender-bias in job postings, attracting more gender-diverse applicants |
| **INTELLIGENT SELECTION** | Leverage artificial intelligence and your data to auto-score candidates and automate the next steps, pinpointing top candidates and improving quality of hire, while accelerating recruiting processes |
| **AUTOMATED BEHAVIOUR SCORING** | Leverage the power of AI to score candidate free text responses for behavioural or competency questions |
| **TALENT REDISCOVERY** | AI-powered technology surfaces engaged talent pool candidates who match your role's skills profile to support faster hiring and reduce advertising costs |
| **ASSESSMENTS** | Deliver tests and assessments with Oleeo's proprietary assessment engine |
| **INTERN MANAGEMENT** | Manage internship and apprenticeship programs, setting objectives, tracking student performance, and gathering feedback |

# Oleeo's Key Focus Areas

**Oleeo**

## Intuitive Configurable Recruitment Software

### Engage users & transform recruitment end-to-end

Easy-to-use and self-configured to your way of working, Oleeo streamlines tasks across your entire recruitment process, supporting recruiters and hiring managers to be their best end-to-end.

## Inclusive Recruitment

### Consistently hire great talent in an inclusive way

Write inclusive job adverts to attract diverse applicants, keep them engaged with the right personalised content, counter unconscious bias with blind screening and data-driven selection recommendations and pinpoint opportunities for improvement through diversity dashboards.

## Best of Breed Platform & Ecosystem

### Enhancing the full talent acquisition funnel

Best of breed platform and ecosystem supporting every aspect of the recruitment funnel

## Data-Driven Insights & Automation

### Embedded insights and automation supporting your ways of working

Cut time-consuming, routine manual processes through comprehensive workflow automation. Support recruiters to be their best with real-time dashboards to guide day-to-day actions. Counter bias with data-driven recommendations and embed expert guidance to educate and offer best practices.

## Outstanding Candidate Experience

### Deliver a personalised experience from day one

Through dedicated careers sites, talent banks, CRM tools and powerful automation, you can deliver consistent, high-quality personalised communications to keep candidates engaged at every stage of the process; supporting your employer brand at all stages.

Oleeo is an award-winning end-to-end talent acquisition platform that fits your ways of working. Oleeo supports recruiters to be the best they can be, through data-driven insights and automation; enabling, fast, efficient, engaging and inclusive recruiting.

Oleeo is the chosen data-driven enterprise hiring platform of global brands, as well as leading government agencies, police forces and health services.
Oleeo supports employers in over 145 countries, processing millions of candidates each year.

**www.oleeo.com**