

# ORACLE iRECRUITMENT

## KEY FEATURES

- High availability functionality enables set up of an alternate instance to keep the candidate job site available in case of maintenance routines to the main instance, reducing downtime and missed opportunities
- Agency functionality available to allow third party agencies to carry out recruitment process, helping to increase depth of candidate pool
- Recruitment reports available to analyze various measures of recruitment process, enabling better decision making and streamlining of complicated processes
- Assessments functionality available to evaluate candidates and applicants during the recruitment process, helping to ensure the right candidate is matched with the right job

*Oracle® iRecruitment is a full-cycle recruiting solution focused on the manager-recruiter-candidate hiring relationship that fully automates the entire recruitment process. Oracle iRecruitment works seamlessly with the Oracle Human Resource Management System (HRMS) to manage the entire workforce lifecycle. Oracle iRecruitment is part of the Oracle E-Business Suite, an integrated set of applications that are engineered to work together. Oracle iRecruitment is also in integral part of an organization's Talent Management process and strategy.*

## Main Features of Oracle iRecruitment

iRecruitment enables your enterprise to manage all recruitment activities using a single self-service interface and provides an easy-to-use interface for job seekers. iRecruitment provides a personalized experience for each group of iRecruitment users: site visitors, registered users, managers, recruiters, and agency users. The homepages outline the iRecruitment functions available for each user, and provide direct access to these functions.

## Provide Easy-to-Use Functionality for the Job Seekers

When job seekers come to your company's job site, Oracle iRecruitment provides the freedom of searching for job openings without having to provide personal information. These people, who don't register or login to the job site, are referred to as "site visitors". Site visitors can search for jobs, add jobs to a temporary job basket, refer jobs to other individuals, and evaluate the company. Site visitors can also register an account on the site.

Once job seekers register and establish an account, they can manage the entire recruitment process online. With Oracle iRecruitment, registered users can search for jobs, add jobs to a personal job basket and apply for jobs. Also, registered users can upload and extract resumes into a profile and save personal information, skills, educational background and employment history.

iRecruitment can create a resume for the applicant if they do not have one ready. Once registered users apply for a job, they can track the progress of the job application or withdraw the application. They can receive job offers online; view the offer details and they can accept or decline an offer online. Registered users also can receive notification about new job opportunities, invites to interviews and notification of company events.

## Manage the Recruitment Process for Hiring Managers and Recruiters

Hiring managers and recruiters are directly involved in the recruitment process. With hiring managers taking on more involvement in recruitment, recruiting tools must be simplified and easy to use without sacrificing functionality.

With Oracle iRecruitment, the hiring manager or recruiter can create/copy/update vacancies and create job descriptions for that vacancy and post the job descriptions for internal and/or external review. Because Oracle iRecruitment has adopted HR-XML standards, the manager or recruiter can promote the vacancy by posting the job to other external job boards.

Managers and recruiters can search for candidates using a variety of search methods. Oracle iRecruitment can also automatically match candidates for a job based on the job vacancy details. The recruiter or hiring manager can review resumes, rank the candidates and pursue (or reject) candidates for that job vacancy.

A recruiter or hiring manager can even refer the candidate to another manager. Managers or recruiters can progress candidates through the interview process, update candidates' details, perform background checks, submit offers to those desired candidates and bring a new hire on board.

### **Global Support**

As part of the Oracle E-Business Suite, Oracle iRecruitment is a global solution that supports organizations that recruit in many locales around the world. You can run Oracle iRecruitment out-of-the-box globally and can configure the application to address specific local and cultural requirements. Oracle iRecruitment supports your multi-lingual and multi-currency requirements.

### **Oracle Configurable End-User Environment**

Oracle iRecruitment is a highly extensible and configurable application that enables you to design a recruitment site that addresses your organization's needs. Content, labels, links and logos can all be configured to address the specific goals of your job site – be it the type of message you wish to promote on the job site or the type of candidate you wish to attract.

### **Integration with the Oracle E-Business Suite and Third Party Applications**

Oracle iRecruitment can be integrated with other modules in the Oracle E-Business Suite and third party applications to provide complete workforce management. As recruitment is part of the entire workforce lifecycle, it is necessary that your workforce management strategy encompass the recruitment process. For this reason, Oracle iRecruitment is deeply integrated with Oracle HR in order to share and leverage common information.

Information that is shared between Oracle HR and Oracle iRecruitment includes competencies job qualifications, applicant assignments, job requisitions and vacancies, recruitment activity, employee information, and applicant information. Additional information in Oracle HRMS that are leveraged by Oracle iRecruitment includes compensation packages by role, budgets to justify the acquisition of more headcount, and benefits information for new hire enrollment.

Oracle Corporation has also established partnerships with industry-leading software providers to offer you a complete recruitment solution. For pre-screening and background checks, HireRight is available through the Oracle iRecruitment interface. Within Oracle iRecruitment, you can seamlessly launch background requests and review results from HireRight. Oracle iRecruitment is also integrated with Resume

**KEY BENEFITS****FOCUS ON THE MANAGER –  
CANDIDATE HIRING  
RELATIONSHIPS**

- Oracle iRecruitment allows companies to redirect part of the recruiting function to managers therefore enabling recruiters to have more time to focus on strategic recruiting initiatives. This also puts the manager “in control” of more of the process, giving them greater insight into the overall process.

**SUPPORTS “END-TO-END AND  
LOOP AROUND RECRUITMENT  
CYCLE”**

- Not only does Oracle iRecruitment automate the entire recruitment process, but it enables recruiters and managers to “loop around” and assess their recruitment practices against employee performance. This allows for continuous improvement of the recruiting process and better quality of hires.

**IS BOTH A FRONT-END AND  
BACK-END RECRUITMENT  
APPLICATION**

- Oracle supports the front-end, the interface for the candidate, recruiter, manager and staffing agency; the back-end, managing the recruitment data; and the integration between the two. This helps ensure data accuracy and a single source of truth for the entire process.

**RELATED PRODUCTS**

- Human Resources
- HRMS Self Service
- Approvals Management
- Advanced Benefits
- Oracle Learning Management
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**RELATED SERVICES**

The following services are available from Oracle Support Services:

- Oracle E-Business Suite Accelerators
- Oracle Application Solution Centers
- Oracle University
- Oracle Consulting

Mirror’sResume Extractor (EAM) to extract key candidate attributes in an accurate and timely manner. This provides a cost-effective, efficient and accurate means to process resumes.

**Oracle iRecruitment Delivers Business Value**

Oracle iRecruitment will help organizations improve their recruiting business processes, and thus their organizational brand image by providing a superior recruiting experience. Organizations that leverage leading best business practices for recruiting will also have greater business insight into their recruiting process and will improve the ability to attract and retain the best talent. All of which helps an organization attract the right talent and move towards becoming an “employer of choice”.

**Oracle E-Business Suite—The Complete Solution**

Oracle E-Business Suite enables companies to efficiently manage customer processes, manufacture products, ship orders, collect payments, and more—all from applications that are built on unified information architecture. This information architecture provides a single definition of your customers, suppliers, employees, and products—all aspects of your business. Whether you implement one module or the entire Suite, Oracle E-Business Suite enables you to share unified information across the enterprise so you can make smarter decisions with better information.

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Release 12 includes iRecruitment Mini-Pack E (11i.IRC.E) and iRecruitment Mini-Pack (IRC.E RUP1)

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