

PEOPLESOFT ENTERPRISE RECRUITING SOLUTIONS



- Streamlined, Flexible Processes
- Higher Quality of Hire
- Better Integration

In the face of changing demographics in the global workforce, increased competition for skilled workers and the ongoing desire to stay ahead of the competitors, timely, effective recruiting processes are critical to any organization's success. It's no longer effective to simply identify and hire talent, now organizations need to identify and hire the best talent.

To recruit effectively, managers and recruiters need collaborative applications that expand the traditional notion of self service – tools that provide the flexibility and information they need to make better, faster business decisions. Oracle's PeopleSoft Recruiting Solutions is comprised of two complimentary applications that work in concert to address enterprise recruiting challenges. Candidate Gateway lets you brand your business or division to attract best-fit candidates and gives internal or external applicants the tools they need to find the right job. Talent Acquisition Manager extends recruiting beyond the enterprise with comprehensive functionality, deep supplier integration, underlying global architecture, and tight integration with a world-class HRMS. From needs assessment through the hiring process, Talent Acquisition Manager is aimed at bringing together the complex business processes of recruiting into an integrated, seamless experience for hiring managers and recruiters.

A User-Friendly Candidate Experience

Today, top candidates have more choices. How they are treated during the search process can have a direct impact on their decision to join your company rather than your competitors'. Candidate Gateway lets you define a candidate experience that reflects positively on our organization and efficiently begins the relationship between you and your future employees.

For example, with Candidate Gateway they can:

- **Create a personalized candidate homepage to track job search activities.** Applicants can view saved job searches, profiles, resumes, applications, and notifications all from one location.
- **View job postings.** Applicants, employees, and managers can view information about current job openings.

- **Receive new job openings.** Applicants' job agents can bring openings to them that meet their requirements and preferences.
- **Apply for a job.** Applicants can create, review, and update their resumes. Candidate Gateway automatically displays existing information about internal applicants as they create a resume. External applicants can register and enter their information from scratch. From there, Candidate Gateway uses applicants' email addresses and user-entered passwords to locate their resumes each time they sign on.
- **Identify diversity information.** Candidate Gateway meets U.S. and European standards regarding applicant diversity requirements.
- **View interview schedule.** Applicants can review this information online.
- **View application status.** Applicants can determine where they are in the recruiting process regarding each position for which they have applied.
- **View Job Offers.** Applicants can view job offers and offer documentation online. Applicants can accept or reject offers directly from the career home page.

A Convenient Employee Experience

Candidate Gateway helps streamline the process of getting from interview to offer for employees involved in the recruiting process. Through Candidate Gateway employees can:

- **View interview schedules.** Employees can see the details of the interviews scheduled for a job opening. They see only the interviews for which they are named as an interviewer.

The screenshot shows the Oracle Candidate Career Home Page. The page has a blue header with the Oracle logo and navigation links like Home, My Worklist, Multi-Channel Console, Add to Favorites, and Sign Out. A left-hand menu lists various HR and recruitment functions. The main content area is titled 'Welcome John' and includes a 'Basic Job Search' section with a search bar and filters. Below that is a 'Notifications' section stating 'You do not have any notifications.' The 'Latest Job Postings' section features a table with the following data:

Date	Job Title	Job ID	Location
07/28/2006	Hospitality Manager	10129	Vancouver
06/06/2006	Administrative Officer	10282	Swish Foundation National Ofc
05/24/2006	Sr Payroll Clerk(Interview)	10279	Delaware Operations
05/15/2006	Documentation Manager (Hot Job)	10278	San Francisco
04/26/2006	Manager-Training & Development	10287	California Location

At the bottom of the table, there are buttons for 'Select All', 'Deselect All', 'Save Jobs', and 'Apply Now'. Below the table, there is a link that says 'Apply now without adding a job'.

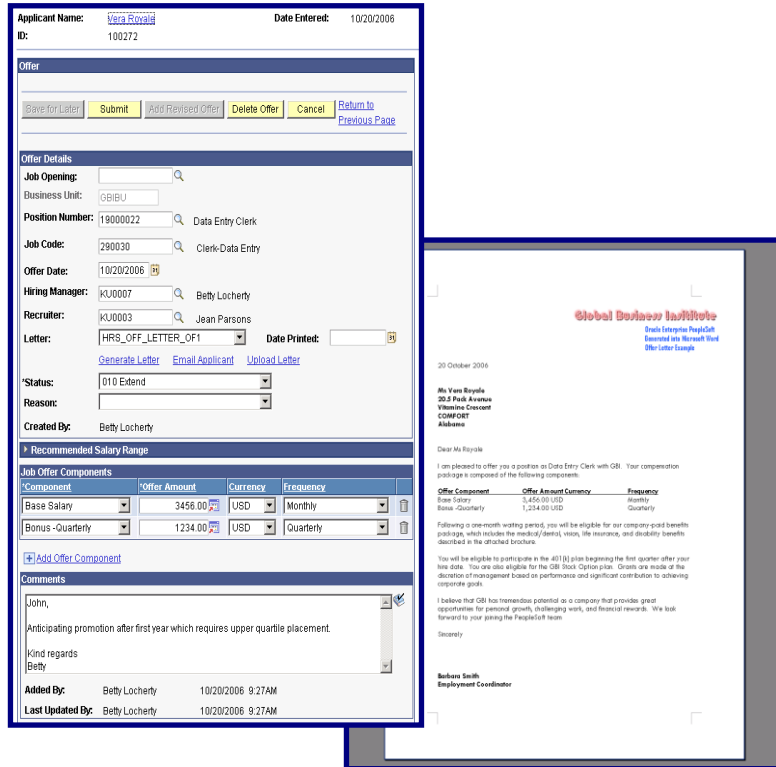
Candidate Career Home Page - At any time, the candidate can search for new openings, look at the status of existing job applications, or update application information (cover letters, resumes, other attachments). This provides the candidate a home base for easy interaction with job information and communication with recruiters and managers.

- **Review interview evaluations.** The interview team can provide candidate feedback in a timely fashion.
- **Refer a friend.** Employees can easily submit referrals.
- **View referral status.** Employees can check the status of their referrals and learn when bonus payments will be made without requiring any phone calls to your HR department.
- **Global reach.** Candidates are able to search for positions regardless of where they reside. Our global support ensures that all text, date formatting, and data elements are appropriate for the candidate, whether they're in Boston or Brussels

Streamline the Recruiting Process

Talent Acquisition Manager is highly configurable, offering you the flexibility to design the system to work in the way that best meets your needs and supports your unique business processes. Online tools allow users to create requisitions, search for applicants, post job openings, schedule interviews and create offers.

- **Integrated Interview Management.** New plug-in allows user to schedule interviews through robust bi-directional integration with MS Outlook 2007. Materials such as interview guides can be attached to interview notes, providing your recruiting team the resources they need when conducting interviews.
- **Profile Management.** Leverage the profile management features in PeopleSoft HCM to generate requisitions automatically based on responsibilities and competencies required for an organization or job. Compare individual person profile attributes to job requirements to assess an applicant's fit for the job. Allow employees to easily identify internal opportunities that match their interests and qualifications.
- **Continuous Job Openings.** Some high-turnover or hard-to-fill positions are always open. At times, a recruiter needs to start sourcing for a position before a job opening is approved. Unlike a standard requisition, a continuous job opening requires no approvals and does not count towards time-to-fill metrics.
- **Recruiting Teams.** By defining a recruiting team when you create a job opening, you are able to designate recruiters, managers, interviewers and interested parties as members of the recruiting team for a specific opening.
- **Generate Recruitment Letters Online.** Oracle's XML publisher allows you to generate letters created during the recruiting process into third-party editors, then finalize and email them to an applicant, getting critical correspondence into the applicant's hands faster. A copy of the letter is automatically saved to the applicant's record and is easily accessible online.



Edit and generate recruiting letters online

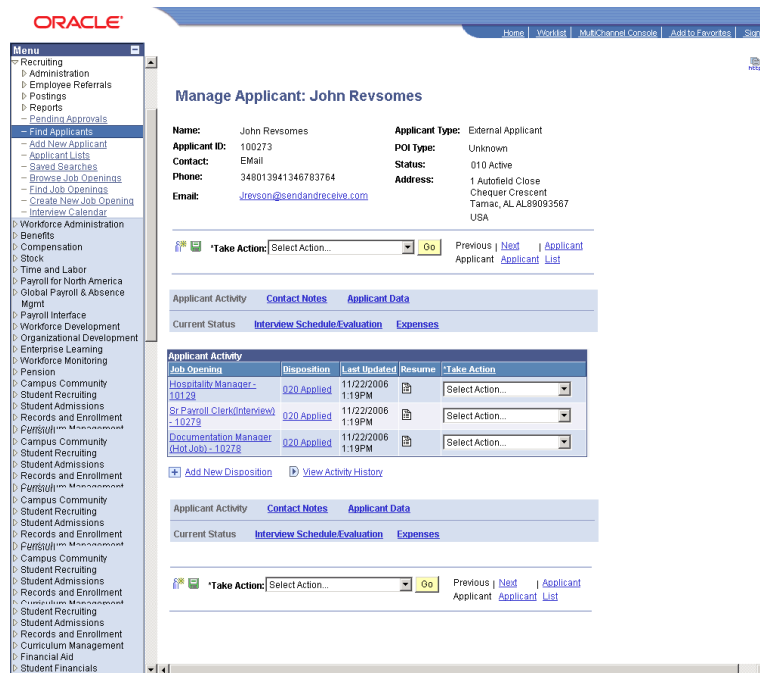
- **Configurable Message and text Catalogs.** Using these delivered tools, you can change instructional online text, button labels, and links to reflect your organization’s unique needs.
- **Robust Screening Questionnaires.** New disqualification questions allow you to automatically eliminate unqualified candidates upfront avoiding costly manual records reviews. Open ended questions capture candidate’s detailed responses and allow raters scoring for inclusion in screening calculations. Additional new features allow for controlling question order as well as randomization of questions and or responses for a more secured setting.
- **User Defined Screening Levels.** You can define your own screening levels, choosing to evaluate applicants against established screening criteria all at once, break the criteria into categories, or skip screening altogether.
- **Compliance.** In the United States, many organizations must now comply with OFCCP regulations regarding internet applicants. New autosave capability for searches containing job openings and a report that identifies and generates required statistics on applicants will assist you in meeting these requirements.
- **Online Job Offers.** Expedite offer process with the new online job offer feature. Job offers are posted to candidate’s career portal where they can review offer documents, submit updates as requested and accept or reject offer directly online.

- **Applicant Hire Process.** You can complete the recruiting cycle by executing a streamlined hiring process that can be used for all worker types. Leveraging the person model, you can prepare an applicant for hire, internal transfer or a contract assignment.

Higher Quality of Hire

Talent Acquisition Manager is designed with a transaction orientation that presents pages that allow users to find information, context, and perform analysis before taking action. They'll also have access to tools that support activities that frequently occur outside the traditional recruiting process, such as maintaining lists of potential candidates for future contact. These features give recruiters and managers ready access to the information necessary to identify the best talent available and make prompt hiring decisions.

- **360 Degree Views.** These pages bring together relevant applicant or job opening data and present the information in one view, putting users just one click away from most of the transactions they need. They can easily see other activities or actions, which helps them to decide to act on an applicant or change a job opening, supporting better decision making for managers and recruiters.



Manage applicant page provides complete view of applicant information.

- **Applicant lists.** Many recruiters like to maintain informal applicant lists. Users can create an applicant list from search results or other criteria and modify the contents over time. From an applicant list, recruiters can add contact notes, route applicants to others for review and send correspondence to applicants – all without associating them to a specific job opening.

- **Contact Management.** Recruiters and managers have the ability to track notes and correspondence with applicants by associating them with the candidate record.

Integration

The ability to integrate with specialized vendors is a key need for Recruiting Solutions. Using the Open Integration Framework, you can integrate with any third-party provider you choose.

- **Resume Management.** You can choose from numerous extraction tools and third-party vendors. The resume management process also allows applicants to validate their information after it is entered into the system.
- **Background Checks.** Customers may use their preferred background check provider, integrating selected vendors into the business process flow through the open integration framework.
- **Tax Credit Verification.** You can choose your preferred vendor to complete appropriate tax credit verification and reporting.
- **Job Posting Management.** Leverage integration to facilitate posting to individual job boards or job board aggregators to streamline posting process and monitor results.
- **Pre-employment Assessments.** Assess your applicants and or employees through integrations with your preferred validated assessment vendor.
- **Staffing Suppliers.** Staffing suppliers can enter resumes into the database for customers using XML.

Global Support

Oracle's PeopleSoft Enterprise Recruiting Solutions are currently translated into 14 languages covering 27 countries. With our support for Unicode, the product can be translated into 200 additional languages.

Why Oracle?

Oracle's PeopleSoft Enterprise talent management solutions can help you maximize the value of your workforce while slashing back-office costs, providing good service to employees, and complying with HR regulations. These solutions enable you to:

- Attract, retain, and motivate top talent with flexible, workflow-driven talent management
- Gain visibility into your workforce with talent management analytics
- Drive a strategic end-to-end talent management strategy with a single, integrated system for all talent related activities

Contact Us

For more information about Recruiting Solutions, please visit oracle.com or call +1.800.ORACLE1 to speak to an Oracle representative.



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