



## Transcript: Recruitment 101

**Eric Jones:** Hi everybody and welcome to this month's Insight Beyond Payroll. My name's Eric Jones and this is my business partner, Chilah Weller.

**Chilah Weller:** Hey everyone.

**Eric Jones:** And we are two of the owners of Workforce PayHub. Now as COVID-19... We start to hit that peak in the curve, so they say. Businesses are starting to get back to work. Here in Michigan, our governor actually started to open up certain industries on April 23rd. However, what many of our clients are finding is their employees don't want to go back to work. They can't go back to work, they got new employment, but you as a business owner, you need to get to work. So we're here to support you in finding new candidates for those positions that are critical to your business. Chilah?



**Chilah Weller:**

Thank you Eric. One of the hardest processes that you go through as a business owner is that pre-hire to on-boarding process. If you happen to already be using our current HRIS, it's easy to turn on the recruitment module. That pre-hire process, we are able to build that out for you. Allow the potential candidates to access that either from LinkedIn or from Indeed or you're able to use that link out on any other site that you currently are using. And while you're going through that entire recruitment process, that candidate is in the system because it is a single database. So when you get ready to hire them and you push the hire button, it's going to automatically shift that applicant into an employee in the system automatically, which would then trigger the paperless on-boarding process. As a recruitment manager, it's really important to gather all of the important data that you need to hire them, but also to keep in the database so that you can call on that should you need to fill that position in the future.

**Eric Jones:**

So Chilah, how quickly can we get this turned around for a client or a prospective client?

**Chilah Weller:**

Yeah, absolutely. Thank you. We typically can build the recruitment module out in about a week or less, depending on how readily available your information is. And if you have a paper process, we can take that process and of course we're either digitizing it or we're just building out those fields for you so that we can capture it automatically through the platform.

**Eric Jones:**

Perfect. And another little bonus for COVID-19 that I'm just springing on Chilah. I think it'd be a great idea to offer the first application for free.



**Chilah Weller:** Wow.

**Eric Jones:** So that's at no risk, no setup fee. The first application for that first month, totally free. Give it a run for your money if you will. And if you don't like it, we'll turn it off in month two you've never been billed, but you at least have some experience in a new applicant tracking system.

**Chilah Weller:** It's very important to make sure that if you're using multiple systems, you have to make sure that data gets over to your payroll or your HRIS system accurately. And you can cut down any of that risk by using the single database method that we offer.

**Eric Jones:** So if you're interested in this special offer for COVID-19 or you have more information about any of our other services, please don't hesitate to contact us at 517-759-4026, or you can email us at [info@workforcepayhub.com](mailto:info@workforcepayhub.com).

**Chilah Weller:** Thanks everyone.

**Eric Jones:** Thanks.

**Chilah Weller:** Prior to COVID-19-

**Eric Jones:** Please stop. [crosstalk] we'll just cut it. You're just like...

**Chilah Weller:** Oh.



**Eric Jones:** We'll just cut it at my thing.

**Chilah Weller:** So you're going to say... Hold on if you are already-

**Eric Jones:** Wait. Wait. Let's start over [inaudible 00:03:31].