



Human Resource Management

Synerion Recruitment Synerion's Employee Recruitment System

Synerion Recruitment is an effective employee recruitment system, essential in a labor-intensive market characterized by high mobility and turnover.

Synerion Recruitment enables job management, capture of applicant resumes from various channels (e-mail, scan, fax, and social networks), creation of an applicant pool, and bi-directional matching between applicant and job requirements to identify candidates most suitable for the organization's needs.

Synerion Recruitment can serve companies that do their own recruitment inhouse, as well as placement agencies that can utilize the CRM model to manage their customer portfolios.

With Synerion Recruitment you can manage the recruitment process effectively and efficiently. Your recruiters can shorten time to hire, reducing the high cost of recruiting, training, and retaining employees, thus bringing in a quick return on your investment.

Process-based Solution

Synerion Recruitment is based on flexible workflows that adapt to the type of position and the organization's operational mode. The system enables the management, monitoring, and automatic documentation of all stages in the recruitment process, including referrals and summaries of candidate interviews.

At the end of the recruitment process, all data collected about the candidate is available for retrieval and analysis, and can be transferred to the employee file.

Analysis and reporting tools are available for evaluating the strengths and weaknesses of the recruitment process (such as the effectiveness of recruitment sources) and facilitating continuous improvement.

Key Benefits of Synerion Recruitment

- **Shorter time to hire** - capture, automatic indexing, and initial sorting of resumes
- **Reduction in cost per hire** - tracking and managing the various recruitment sources, enabling you to promptly identify the ones with the candidates most suitable to meet job requirements
- **Ability to create a qualitative, reliable pool of applicants** - smart filtering mechanisms and retrieval capabilities to quickly locate qualified candidates
- **Improved quality of recruitment** - bi-directional matching between job requirements and applicant skills, and graphic visualization of the degree of match, for identification of the best-qualified candidates
- **Efficient management and monitoring of the recruitment process** – flexible workflows that adapt to job requirements and the organization's operational mode, to manage and monitor the recruitment process and identify deviations from specified timetables
- **Reduction in administrative tasks** - streamlining and managing communication among recruiters, hiring managers, candidates, and placement agencies
- **Performance measurements** - a wide range of built-in reports and free queries for measuring the efficiency of the recruitment process: duration, quantity, and quality
- **Using social networks** - advertising positions, finding candidates on LinkedIn, keeping records, indexing information, and measuring candidate suitability.

The screenshot displays the Synerion Recruitment software interface. The main window shows a candidate profile for Martin Hamilton. The interface includes a navigation pane on the left with options like 'Personal Details', 'Actions', 'Referrals', 'Contact Details', 'Employment Experience', 'Recommendations', 'Documents', and 'Additional Fields'. The main content area is divided into several sections: 'Jobs' (listing a job with 'Remarks' and 'Interviewer'), 'Skills' (a table with columns for Skill Type, Level, Experience Year, and Experience Month), 'Education' (listing a Bachelor of Science from Pennsylvania in 2005), 'Personal Details' (Name: Martin Hamilton, Address: 32, South 57 Street, Baldwin, Pennsylvania, 15002, Phone: (412)-485-1942), 'Objective' (To obtain a challenging and interesting position as a webmaster in a reputable company where my skills, knowledge and experience can be use.), 'Technical Proficiency' (listing skills in Operating Systems, Web Server, Scripting Languages, Programming Language, Database, and Tools), and 'Professional Experience' (listing a position as Webmaster at NeonWeb Solution Co., Baldwin, Pennsylvania from 2005 to present).

Skill Type	Level	Experience Year	Experience Month
Java	200	5	11
Access	200	0	5
C++	1	0	5
Oracle	200	0	5
SQL	200	0	5
UNIX	200	0	5

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Main Features

Establishing New Positions	<ul style="list-style-type: none">• Establishment of new positions to staff based on job description and suitability for a specific job• Management of position specifications, including job description, education, skills, etc.• Dissemination of job information to the various recruitment venues• Workflow adaptation to the recruitment stages required for a specific job.
Resumes	<ul style="list-style-type: none">• Automatic capture of resumes from various channels such as e-mail, fax, and more• Management and tracking of sources of resumes (placement agencies, website, and others)• Automatic indexing and sorting of applicant data, including keywords that can be defined and updated throughout the entire life cycle of the system; indexing of work experience, skills, seniority, residence, experience in a specific business sector, etc.• Advanced text search based on a morphological engine.• Pool of candidates: management of candidate data, including storage and retrieval of relevant documents• Identification and alerts on duplicate candidates in the system.
Matching	<ul style="list-style-type: none">• Identifying applicants who best meet specific job requirements, based on newly submitted resumes and existing pool of data, indicating degree of match• Identifying alternative positions that may be suitable for a candidate who applied for a specific position.
Management of the Recruitment Process, Monitoring, and Analysis	<ul style="list-style-type: none">• Management and monitoring of tasks (To Do List) that the recruiter must perform with regard to candidates, the hiring of managers, and more, including reminders• Data retrieval through queries• Follow-up reports, including:<ul style="list-style-type: none">○ Reports about the effectiveness of recruitment sources○ Statistical distribution and comparative reports: cost, duration, and quality of recruitment, and more.
Other Features	<ul style="list-style-type: none">• Full synchronization with MS Office, including Outlook, and export to Excel• Document management, including search engines applied to documents in the candidates pool• Retention of candidate history• Candidate onboarding: opening of records in the employee file at the end of the recruitment process.
Solution Architecture	<ul style="list-style-type: none">• Advanced work environment based on a guiding and flexible user interface that is adapted to work processes and displays the required tools and controls at each stage, without showing unnecessary tools or excess information• Authorization mechanism based on user groups, functionality, access to data (screens, fields, and types of screens)• Windows environment, including Windows 7• Flexible user interface with a workflow-oriented menu guide, displaying tools and controls needed at each stage of the process• SQL server database and work environment based on Microsoft tools (WPF, .Net).
