



DAUGHARTY  
GROUP INC.



# NEW DGI Career Listings Board

## Why Use Our Career Listings Board & Not Your Site?

### Advantages:

- ⇒ Frees up your time!
- ⇒ You are not stuck in clerical work!
- ⇒ Keeps you organized!
- ⇒ Cost effective and more efficient!

By all means you can advertise in the newspaper and use your own career site. Having said this, we think once you have used the Daugharty Group Inc. Career Listings Board, you will find it to be more efficient and less costly. At the minimum, it will compliment your existing process.

## How Does This Career Listings Board Work?

Step #1: You contact and provide us with the particulars of the job being posted. For example: title, job description, location, etc. Even if you advertise in a local newspaper or HRDC, simply place our 'url' address on the advertisement so that all replies come to this APS address in order to simplify the administrative aspects of your search. It saves time and allows you to focus where it counts.

Step #2: One of the great features of this Career Listings Board is your ability to have screening questions put to the candidates in advance of the interview(s). For example: can you work in Canada, are you 60 km from the location, do you have a valid driver's licence and can you work fluctuating shifts? By asking screening questions early in the process, it allows the employer to disqualify those lacking the most basic of qualifications (e.g. do

you have a driver's license, are you a qualified RN in Ontario) and therefore allows the employer time to focus on who is qualified. Screening greatly reduces the administrative burden in recruitment.

Step #3: When you are ready, we will activate the job posting on our Career Listings Board and it will be pushed out to the search engines across Canada and beyond and within 24 - 48 hours. This Prevue APS Pro Applicant Tracking System that we use is connected with hundreds of free and paid online search engines job boards around the world.

Step #4: People who are searching the internet for positions will see the posting (e.g. Indeed, WOW, Eluta, Craig's List) and a simple 'click' will place them onto our web site Career Listings Board and they will complete the application. Next to personal referrals, online search engine job boards are the number one spot for applicants finding jobs—don't miss this method in searching out staff.

Step #5: The Prevue APS Pro Applicant Tracking System comes pre-loaded with auto-response emails (which we can fully customize). We can quickly let applicants know we have received their resumes. We can also send them automatic status update emails. Give your candidates the best experience possible and keep them updated.

Step #6: We have mentioned the screening questions to get you to the best candidates and in a faster time. The APS Pro Applicant Tracking System can assign points/values to your applicant's answers to the screening questions and then the system will sort by total points to determine who's most qualified and who should be interviewed, right away. These scores can be combined with your pre-employment testing scores, giving you a complete picture. Comparing between candidates prior to the interview stage is simple—just sort by scores. No other ATS does that for you. Integrated into this process is the optional [Prevue Assessment](#) tool! Visit our Prevue site for testimonials on this tool.

Step #7: When the posting closure date occurs, the applicant information is available with a simple 'click'. You receive the information and take it from there. The bottom line is that your time is freed up to allow you to do what's important – hiring top talent to grow your business.

# Or, Consider This Option

## Take Control & Have Administrative Rights

Depending on the number of hires and promotions your organization has each year, it may make sense for you have 'administrative rights'. Said another way, we provide you with administrative rights to the Prevue APS Pro Applicant Tracking System and provide you with turn-key training and the setting-up of your own site. In addition, we offer support when you require it. Don't waste your time in training webinars, reading user manuals and FAQ pages. We can set-up and manage everything you need.

## NEW PREVUE APS PRO

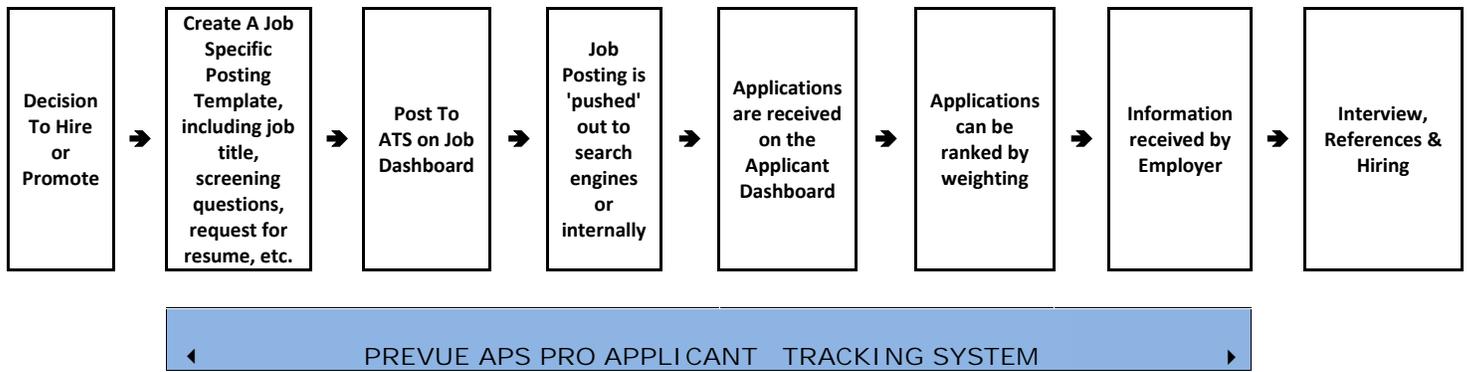
### Prevue APS Pro Applicant Tracking System

#### Why Do You Want An ATS?

If you are like most employers, you either post advertisements in the paper and/or place your postings onto a few sites such as HRDC. Candidates may find your postings and then e-mail you directly or submit their resume onto your web site in a 'career' mail box. You then start the process of sorting, doing telephone interviews and scheduling interviews. Is this efficient? Is there a better way? What is the cost of newspaper advertising? Are you acquiring the talent you need?

#### What Is An ATS?

An Applicant Tracking System is an online system that can be custom made for your needs and covers that stages of recruitment from the posting process to the rating of candidate applications prior to the interview process. Consider the following:



## Why Is Prevue APS Pro ATS Unique?

The Prevue APS Pro is a feature-rich Applicant Tracking System that works a bit differently than other systems out there—because we get you started quickly and give you the support in order to free up your time and focus on what’s important – hiring top talent to grow your business.

## Have Access To Prevue’s List of Search Engine Job Boards

The APS Pro is connected with hundreds of free and paid online search engines/job boards around the world. We help you craft your job ads and push them out to as many job boards as you like. (Note: We are registered with many but some do charge.) Every response is tracked, so you know which sites are sending you applicants. Next to personal referrals, online search engine job boards are the number one spot for applicants finding jobs—don’t miss this method in searching out staff.

## Scored Screening Questions

Previously, we have mentioned the screening questions\* to get you to the best candidates and in a faster time. The APS Pro Applicant Tracking System can assign points/values to your applicant’s answers to the screening questions and then the system will sort by total points to determine who’s most qualified and who should be interviewed, right away. These scores can be combined with your pre-employment testing scores, giving you a complete picture. Comparing between candidates prior to the interview stage is simple—just sort by scores. No other ATS does that for you. Integrated into this process is the optional [Prevue Assessment](#) tool! Visit our Prevue site for testimonials on this tool and Daugharty Group Inc.

\*Note: By asking screening questions early in the process, it allows the employer to disqualify those lacking the most basic of qualifications (e.g. do you have a driver's license, are you a qualified RN in Ontario) and therefore allows the employer time to focus on who is qualified. Screening greatly reduces the administrative burden in recruitment.

## Connect With Your Candidates

The ATS comes pre-loaded with auto-response emails (which we can fully customize). You can quickly let applicants know you received their resume. We can also provide status update emails to send them with just a few clicks. Give your candidates the best experience possible and keep them updated.

## Stay Organized

Relying on some Excel spreadsheet or a cluttered Inbox to organize your applicants? Our Applicant Dashboard shows you everything you need—your applicants, their screening question scores, pre-employment testing scores, their application status, plus much more, all in one view. Clicking on an applicant shows their contact information, resume, response to questions and your personal notes on them. Don't waste time searching for the information you want, it's all right where you need it.

## Free Your Time

Don't waste your time in training webinars, reading user manuals and FAQ pages. We can setup and make this process easier, more efficient and less costly.



**DAUGHARTY  
GROUP INC.**

Human Resources  
& Labour Relations

## NEW PREVUE APS PRO

Increase Hiring Success by up to 70%  
Reduce Employee Turnover by up to %50

Prevue APS PRO is the only hiring system  
that includes Prevue Job Fit Testing

This Complete Hiring System is Fortune 500  
Ready But Priced For Small Business

### Here's what you get:

#### Branded Career Website

- Your Logo and corporate colours
- Integrated with your company main site or stand alone

#### Centralized Job Posting

- Your Logo and corporate colours
- Integrated with your company main site or stand alone

#### Automated Online Applications

- Easy to use/friendly process for applications
- Customized candidate data collection - what do you want to collect?

#### Candidate Screening

- Job Specific Screening Questions specified by company
- Job Fit Testing Technology
- Applicants take Prevue Assessments and are matched again your customized Job Fit Benchmarks

#### Easy Candidate Management

- Prioritizes candidates based on corporate screening and Job Fit testing
- Provided candidate tracking and organization