



See What's New. Find What's Hot. Learn What Works.



# GEEK PATROL:

The Future of Human Resources

## *Using Technology in Recruiting and Hiring*

Dino Fazio

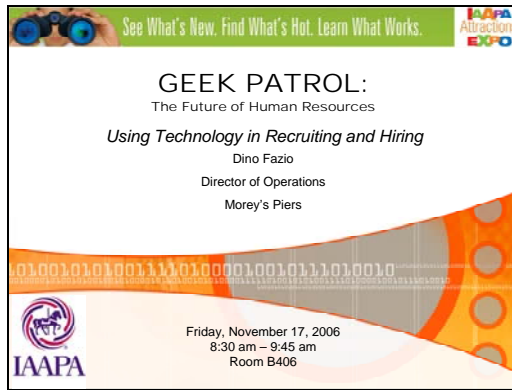
Director of Operations

Morey's Piers



Friday, November 17, 2006  
8:30 am – 9:45 am  
Room B406

Slide 1



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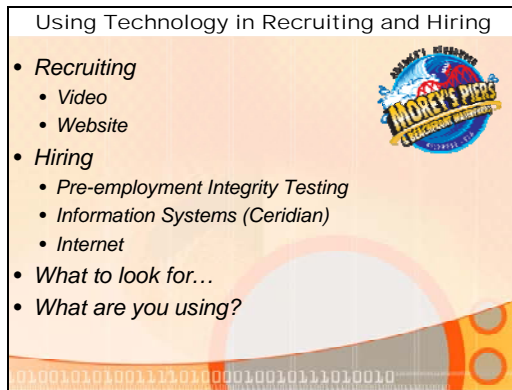
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Slide 2



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Slide 3



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Slide 4

Using Technology in **Recruiting** and Hiring

- **Requirements...**
  - **Consumer level or pro camcorder**
    - Mini DV (\$300+)
    - Pro or HD (\$1,000+)
  - **PC or Mac:**
    - FireWire connection
    - DVD burner
    - Mid to high-end video and sound card
    - Large hard drive (500 GB+)
    - Sufficient processing power/memory

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Slide 5

Using Technology in **Recruiting** and Hiring

- **Requirements...**
  - **Video editing software**
    - Consumer Suite (Free to \$300)
      - Windows Movie Maker
      - Visual Communicator
      - Adobe Premier Elements
      - Pinnacle Studio 10
    - Professional Suite (\$200 to \$1,500+)
      - Adobe Premier Pro
      - Sony Vegas 6
      - Final Cut Pro
      - Pinnacle Liquid Edition

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Slide 6

Using Technology in **Recruiting** and Hiring

- **Internet Technology as a Recruiting Tool**

The screenshot shows a recruitment website for Mary's Park. Annotations include: 'Banner highlighting relevant info or call to action' pointing to the top navigation bar; 'Easy navigation' pointing to the left sidebar menu; 'Compelling copy' pointing to the main text area; 'Scrolling news ticker' pointing to a horizontal bar with small images; and 'Persistent link' pointing to a logo in the top right corner.

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Slide 7

Using Technology in **Recruiting** and Hiring

- **Internet Technology**
  - Showcase jobs, incentive programs, your park's location, benefits, etc
  - Search Engine Optimization
  - FAQ's
  - PDF of traditional recruiting materials
  - Recruiting calendar
  - Alumni
  - "Amazing Associates" <http://www.monysports.com/associates.php>



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Slide 8

Using Technology in Recruiting and **Hiring**

- **Using Technology in the Hiring Process**
  - **Pre-employment Integrity Testing**
    - Insight Worldwide <http://www.insight.com/insight.asp?Page=Home>
      - PDA and Internet Based
      - Applicant screening of:
        - Workers' Comp Fraud
        - Violence
        - Drug Abuse
        - Theft
        - Dishonesty
        - Dependability
        - Caution Reports



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Slide 9

Using Technology in Recruiting and **Hiring**

- **Information Systems**
  - **Ceridian**
    - Web based application
    - Ability to work from anywhere with an internet connection
    - Provides different levels of security for multiple users
    - Integrated unemployment claims broker
    - Integration with "Time-Trak" time and attendance system
    - Complete administration and compliance package

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Using Technology in Recruiting and Hiring

- **Information Systems**
  - **Ceridian**
    - Application can be used for all HR/Payroll functions:
      - Personal info
      - Training documentation
      - Benefits administration and compliance
      - Time and Attendance
      - COBRA Services
      - Labor relations planning
      - Review tracking
      - Expense Accounts
      - Reporting

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Using Technology in Recruiting and Hiring

The screenshot displays the Ceridian HR/Payroll Web interface. The main content area is titled "OSHA Incident Detail" and includes several input fields for recording an incident. The fields are organized into sections: "OSHA Incident Detail" with tabs for "General Incident Information", "Hospital Information", "Time Costs", "Workers Comp. Info", and "OSHA Report Filed"; "Workers Comp. Info" with fields for "Date Notified", "Date Return", "Days Lost", "Days First", "Time Cost", and "Medical Cost"; "OSHA Report Filed" with fields for "Claim #", "Date Filed", "Date Closed", "By", "Title", "Phone", and "Date". A "Save" button is visible at the bottom of the form. The left sidebar contains a navigation menu with categories like "Employees", "Job and Comp", "Base Comp", "Benefits", "Payroll", and "Personal".

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Using Technology in Recruiting and Hiring

- **Internet Technology as a Hiring Tool**
  - **Online Applications**
    - Integration with existing systems <http://www.monysystems.com/employment.htm>
  - **Online Forms Completion and Integration**

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Using Technology in Recruiting and Hiring

- **What to Look For...**
  - **Integration!**
    - Ability to fully integrate with current systems to eliminate the waste of double keying and the errors it produces
  - Ease of use and available training/support solutions
  - Scalable for future growth
- **Ultimate Benefit**
  - HR managers get to spend more time assisting the organization's employees and less time pushing paper



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Using Technology in Recruiting and Hiring

*Your Turn...  
What are you using?*



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Slide  
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Using Technology in Recruiting and Hiring

*Further information is available in your handouts*



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# Resources

- **Video Software and Editing**
  - <http://www.pcmag.com/category2/0,1874,4835,00.asp>
  - <http://www.aboutvideoediting.com/>
  - <http://www.computervideo.net/>
  
- **Pre Employment Testing**
  - [www.insightww.com](http://www.insightww.com)
  - [www.epstar.com/index.php](http://www.epstar.com/index.php)
  - <http://www.brainbench.com>
  - <http://www.scientificselection.com>
  
- **Information Systems**
  - [www.ceridian.com](http://www.ceridian.com)
  - [www.deploy.com](http://www.deploy.com)
  - [www.hrnet.com](http://www.hrnet.com)
  - [www.optimum-solutions.com](http://www.optimum-solutions.com)
  - [www.timetrak.com](http://www.timetrak.com)