

Exensys Software Solutions Ltd.		AA/B/CCDD V x.y
White Paper		W. E. F. dd/mm/yy

**Best Practice**  
**eXensys –Sourcing the Resource**



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## Introduction:

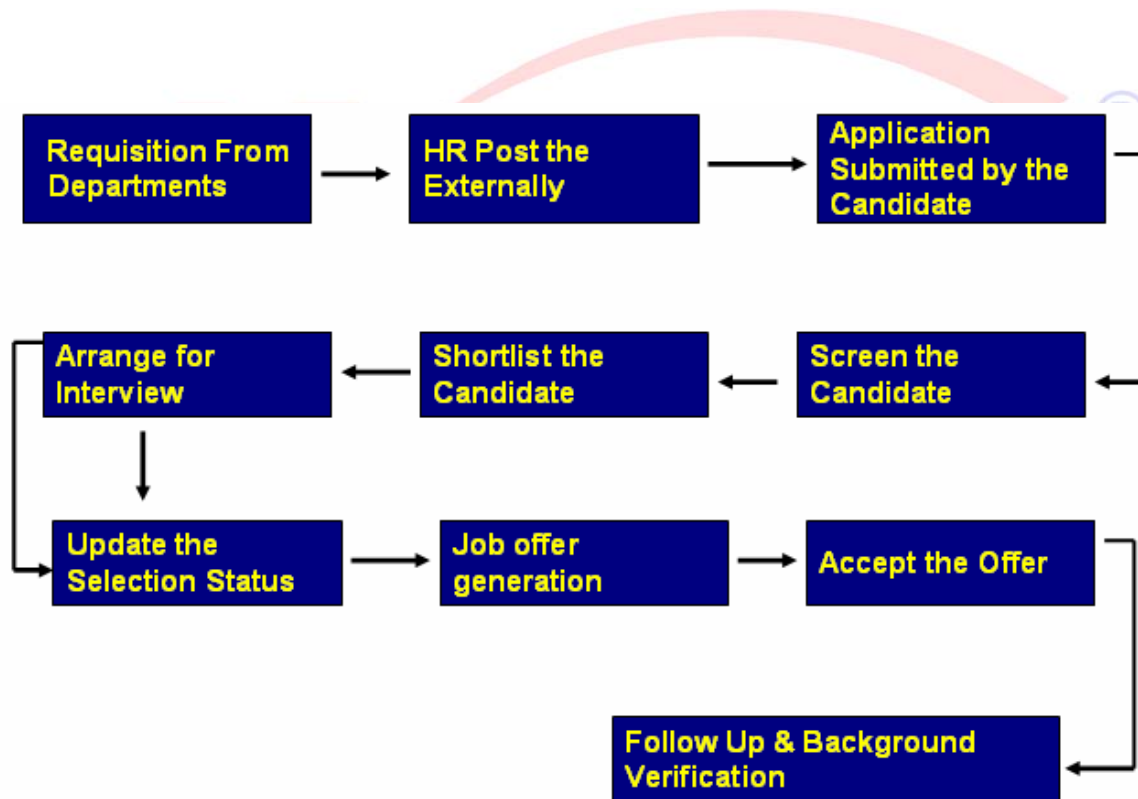
Hiring the best people is broadly accepted as one of most important component of a successful business. Finding, hiring and retaining qualified employees are more important than ever. Effective and efficient recruitment process is a cornerstone of success for a business. Invest the time and effort into developing, delivering, and improving a recruitment process and you will have a constant flow of quality candidates. Attracting the best candidates can indeed be made easier by careful development, delivery and improvement of a recruitment plan.

## Overview:

The recruitment and selection is the major function of the human resource department and recruitment process is the first step towards creating the competitive strength and the strategic advantage for the organizations. Recruitment process involves a systematic procedure from sourcing the candidates to arranging and conducting the interviews which requires many resources and time. eXensys HCM provides a complete solution for the recruitment needs of the customers which will help them to hire Right Person at Right Time in the Right Position.

eXensys HCM caters all the needs of the customer related to effective recruitment of the resources from the Recruitment policy to Job offer generation. eXensys HCM will help the customers to navigate very easily while doing the hiring process. It provides a facility for the customer to design the required parameter based on the hiring requirement. The hiring or recruitment policy framing is a very simple task using this suite. eXensys HCM provides very flexible solutions for defining the recruitment panels which will smoothen the recruitment process and further steps. Anticipation of the requirement is very essential for any organization. eXensys comes with the recruitment planner which will help the respective authority to plan the requirement in the near future. The requisition process will simplify the hiring process completely eliminating the papers works. Resume bank will bring all the required candidates information to your finger tips

Very effective selection process makes eXensys par from any other product. It flows in a smooth way till offer generation which will reduce the manual efforts and mistakes. eXensys HCM ensures to provide retention capability matrix to the organization. This will help them to assess and evaluate the performance and contribution of each resource to organization within a defined time period in any particular position. It will help us to understand the career growth of the employee, employee stability, employee turnover period, employee reference by source etc.... The retention capability matrix will help us to identify various things related to strategic decision, like choosing the best source for Sourcing the resource, employee performance evaluation etc... By this way eXensys HCM will help the organization to choose the Right Person at Right Time in the Right Position by the Right Person.



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**Benefits:**

Streamlines the entire hiring process and enhance recruitment activity

Stores complete candidate information

Optimized and improved quality of new hires

Secure and scalable solution

Allows organization to meet project deadlines by ensuring timely recruitment of resources

Enforce and supports standard business process and rules

Supports resume extraction, management, employee tracking etc...

Eliminates duplicity of information

Supports mass resume upload

Adaptable Interview scheduling

Reduction in time for recruitment

**Conclusion:**

The recruitment process might be different from organization to organization though the basic procedure is same. Some organization will be eliminating various steps and some organization might be very particular about some procedures. eXensys recruitment module is a very flexible and user friendly which will cater the requirement of the customers with different needs. It has been designed keeping in mind the best practices across the industry.