

Talent Pool



Managing your passive candidates

- ✓ Once a candidate is either rejected or offered, their details will then go into the groups talent Pool for all hotels to see.
- ✓ You can search the talent pool by key words or Boolean search and location. Once you click search the system will scan candidates CV's to find the words you have searched and the location radius.

The screenshot shows the Talent Pool interface. At the top, there are navigation icons for Post, Requisitions, and Vacancies. Below that is a breadcrumb trail: Home / Talent Pool. The main area features a map of the United Kingdom with several red location pins. Below the map is a search filter section with the following fields:

- Search (eg: Account manager)
- City or Postcode
- United Kingdom (dropdown)
- Within (miles) (dropdown)
- Any Tag Selected (dropdown)
- Enter Applicant Tags (text input)

Below the filters, it indicates "60 candidates". A table lists candidate details:

<input type="checkbox"/>	Name	Town/City	Email	Date	Latest Job Title	Actions
<input type="checkbox"/>	Connor Malone	St. Helens	Ledger41@hotmail.com	03/08/2017	Sales Associate	Actions

- ✓ Your talent pool is a really useful tool both in terms of candidate experience and assisting in filling roles. You have the ability to search for applicable candidates before you take a role like or send to agency
- ✓ Your talent pool is also fully GDPR compliant with all candidates having the right to be forgotten. Candidates will receive emails asking them if they want to remain on your in your talent pool periodically.

- ✓ By clicking on the candidate name you can view their CV, roles they've applied for, any notes assigned to them, assign them to roles and email them.

The screenshot shows a candidate profile card for Holly Bonser. At the top, there is a profile picture icon, the name "Holly Bonser", and social media icons for Facebook and LinkedIn. Below the name is a navigation bar with the following options:

- CV
- Assign applicant
- Send Email
- Forward CV
- Applications 1
- Notes 0
- Tags