NEOGOV

INSIGHT

Applicant tracking software helps you attract and hire high quality candidates, complete with compliance reporting.

TRANSFORM HIRING WITH THE LEADING
– applicant tracking system –
FOR THE PUBLIC SECTOR

Built to serve the public sector, NEOGOV's applicant tracking system automates the hiring process and meets compliance requirements, reducing time to hire. With easy-to-use job application templates and an applicant self-service portal, Insight makes it easier to find and hire more qualified candidates.

With Insight, HR teams can quickly and easily manage all applicants and access recruitment data throughout the application process. List open positions on your company website and accept online applications, while ensuring ADA/ Section 508 Compliance. Ensure compliance with the built-in, auditable, and legally defensible hiring process, complete with reporting on applicants, applicant flow, EEO, adverse impact, and passpoint analysis.

Integrated with NEOGOV's online job board GovernmentJobs.com, Insight allows you to broaden your reach by advertising to job seekers nationwide. Show your agency in the best light with a customized Career Page that lets candidates find your job openings and submit online applications.

CREATED FOR YOU
and your candidates

✓ Public Sector Focus

✓ Compliance & Fairness Automation

✓ Decreases Time to Hire

✓ Automates Recruiting and Hiring

HIGHLIGHTED FEATURES

CANDIDATE SCORING

As candidates apply, Insight pre-screens them using auto-scoring to highlight the best candidates. By showing weighted scores and rankings based on screening protocols, tests, and interviews, Insight helps you narrow candidates down and find the best fit.

- Configurable screening hurdles and weights
- Customize scoring rules to rank candidates
- Generate and manage your ranked eligible list

COMPREHENSIVE REPORTING

Insight's easy-to-navigate reports and dashboards help optimize the hiring process by offering data visualization and analysis. With Insight you get more than 90 standard reports, advanced ad-hoc reporting, adverse impact statistics, and dashboards that help you make more informed hiring decisions. Monitor job health and boost job postings to increase your exposure and reach more candidates.

- See real-time applicant flow and job posting health and boost jobs that are not attracting enough candidates
- Perform passpoint analysis to ensure hiring does not result in adverse impact
- Analyze recruitment timelines to identify opportunities to reduce your time to hire
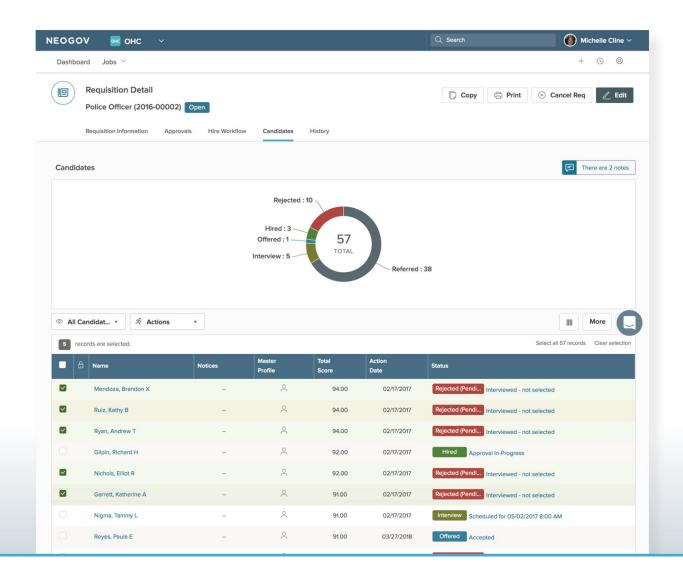
CANDIDATE SELF-SERVICE PORTAL

Maintain transparency and streamline communication for both the applicant and HR with an online self-service portal. Save time by giving applicants the ability to check the status of their application and self-schedule written exams, oral panel interviews, and performance tests.

- Allow candidates to monitor where they are in the application process
- View all email notifications sent by the employer in the job seeker inbox
- Access complete application history for all jobs the candidate has applied for

" Besides making everything a lot easier, what I value most is that NEOGOV listens to the users and implements our ideas. "
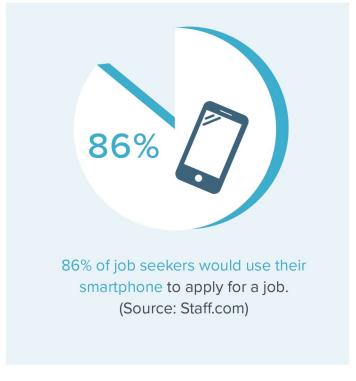
JANET FAGER
Kankakee Community College

MODERNIZING FOR TODAY'S APPLICANT

Enhance both the applicant and staff experience by eliminating paper and automating processes. In today's age of technology, Insight helps your organization stay up-to-date.

- ✓ Integrate job postings with GovernmentJobs.com

- ✓ Configure online job application forms

- ✓ Ask job-specific supplemental questions to better screen applicants

- ✓ Avoid incomplete applications with required fields

86%

86% of job seekers would use their smartphone to apply for a job.
(Source: Staff.com)

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Integration:
BACKGROUND CHECKS

Accelerate the hiring process by integrating Insight with one of NEOGOV's recommended background check partners.

Insight's background check integration shortens time to hire, provides accurate information about candidates, and ensures compliance with public sector hiring laws. Set up processes online to decrease the amount of time spent routing paperwork manually. Shorten the time required to complete background checks by up to 35% and see a cost savings of up to 15% per candidate.

Give candidates and hiring managers visibility into the status of applications as they move through the background check process.

The system is built to meet compliance requirements for EEOC and FCRA. Generate more accurate background reports and field fewer candidate disputes. Our integration partners report a 10x lower dispute rate compared to manual background checks.

- Shorter time to hire
- Lower risk of noncompliance
- Visibility for HR, hiring managers, and candidate

VENDORS INCLUDE

AccuSource   Alliance2020   assurehire

Checkr   ChoiceScreening   CIC CREDIT

ESR   FIRSTCHECK   GUARDIAN
EMPLOYMENT SCREENING RESOURCES®   APPLICANT SCREENING   ALLIANCE TECHNOLOGIES

OPEN online   QUICKSEARCH   ScreeningOne®
                     COMPLETE SOLUTIONS FOR BACKGROUND SCREENING & DRUG TESTING

VerifiedFirst   *...and more!*

IMPLEMENTATION

IN

PHASE 1 INITIATION

KICK OFF

Bring stakeholders, internal resources, and project team members together to review scope, align expectations, clarify roles and responsibilities, and agree upon milestones.

PROCESS ANALYSIS

Examine your current processes and decide if changes are needed. Using our process-proven implementation workbook as a guide, answer questions designed to make your implementation smoother and faster.

Add-On Service: Business Process Facilitation available for purchase.

PHASE 2 CONFIGURATION

1-3 Weeks

DISCOVER

Choose self-directed learning or purchase on-site / remote instruction to learn how to use and configure Insight's features, allowing you to meet your needs and goals.

CONFIGURE

Within your training environment, set up the system based on your analysis and discovery. Conduct mock recruitments to ensure the workflows, security, and experience meet expectations for all roles involved: HR, Managers, and Applicants. Design and test your Career Pages as an applicant to ensure the experience enhances your reputation.

Add-On Service: On-site training available for purchase.

> *Best Practice:*
>
> Reallocate funds spent on salary studies by utilizing class specs and salary ranges shared in the Community.

PHASE 3 PRODUCTION

2-3 Weeks

PREPARE

Set up your production environment with the best practices and processes you designed within your training environment. Review the set up with your implementation consultant and fine-tune to ensure Insight is ready for use.

TRAIN

Ensure successful adoption through end user training for HR Users and Managers. Leverage the online resources available from NEOGOV to conduct training sessions.

Add-On Service: On-site or remote training for end users available for purchase.