# oEqual® *Automated Hiring Solution*

**Ensure equal opportunity for all your candidates with oEqual Automated Hiring and Analytics**

*2020 will go down as a hard year for everyone. The effects of Covid-19 and the Social Justice movements have permanently changed the way businesses communicate with their employees, or potential employees.* **Introducing the Citizen360 oEqual Automated Hiring Solution.**

*The Citizen360 oEqual Automated Hiring Solution allows you to fairly screen, interview, and short list the right candidates all remotely by leveraging automated and data driven remote technologies to manage the hiring process. Ensure equal opportunity and remove hiring bias from your process with repeatable, data driven hiring processes and introspective analytics to eradicate bias.*

## oEqual Recruiting Workflow Management

Customize and automate the recruiting workflow process to quickly make it to your short list. Score and track all candidates going through your hiring process in a fair and neutral way. From setting up a resume screening criteria; managing application review(s); automating candidate questionnaires; scheduling 1st round Anytime Interviews® and final virtual interviews, with visualizations to show individual candidate scores while watching every step of the process on the Recruiting Track Dashboard.

## oEqual Automated Candidate Screening

Set up a list of key words and criteria to screen each resume with an unbiased view. Established mandatory and desired candidate qualifications for initial screening and scoring. Provide follow up interview questionnaire that your candidate can answer remotely as time allows.

## oEqual Anytime Interviews®

Anytime Interviews® leverage a defined script to ask pre-recorded questions and allows the candidate to start the interview at their convenience, but requires the candidate to record immediate responses to questions. Choose if you want your candidates to provide video or audio responses. This allows the candidate to complete the interview on their own time and your staff to review and score the interview responses on their time.

The pre-recorded script and questions ensures that every candidate receives an identical and equal process.

## oEqual Automated Interview Scheduling

Instead of wasting time with back and forth communication to schedule an interview, when you pass a candidate to the next step an auto-generated email will invite them to schedule an interview. Your team will input their available times and the candidate will log in and select a matching time which works for them.

## oEqual Analytics

The automated interview process creates an objective data driven scoring system for resume review and screening, questionnaire responses and interview answers. Leveraging these quantitative scores, you view dashboards and analytics detecting bias in your process amongst protected classes.

# oEqual® Automated Hiring Solution

**What You Receive:**
oEqual brings you automated recruiting ensuring equality of opportunity while simultaneously reducing your level of effort throughout the process. Each of the five products in the suite can be used individually or in conjunction with all other products.

| Product Name | Product Features |
|---|---|
| **Recruiting Workflow Management** | -Creates a defined and repeatable process.<br>-Customize the number of questionnaires, automated and virtual interviews.<br>-Visualize where all candidates are in the process through the Recruiting Track Dashboard. |
| **Candidate Screening** | -Allows for quick screening and scoring of candidates.<br>-Create mandatory and desired qualifications for scoring.<br>-Send the candidates a questionnaire for further scoring and candidate qualification.<br>-Allows the interview process to start with the highest scored candidates. |
| **Anytime Interviews** | -Allows you to create a customized list of interview questions.<br>-Sends a list of pre-recorded questions to candidates and allows them to respond on their own time with a due date for completion.<br>-Option to have candidates record audio or video answers.<br>-Your team can review and score these responses on their own time. |
| **Automated Interview Scheduling** | -Automatically sends an email to candidates for scheduling interviews.<br>-Allows you to enter your team's available times and the candidate can then select a time which works for them. |
| **Unbiased Analytics** | -Pre-built dashboards allow you to review your interview data for bias in your process.<br>-Export capabilities for integration and analytics with external data sources.<br>-Understand your recruiting channels and where the highest quality candidate is found. |