9.4 Talent Recommendation

1. Current Progress

	PRD Draft	Biz Review	UX Review	UX	PRD	Dev Review
Timeline	2026.02.09 -					
Status						

2. Project Info

2.1 People Involved

FPM	Dan Liu
Designer	Qiuyue Ding
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QA	Yifan Wang
Other Dependencies	Abby Gao Xinyi Kunxiang Wang

2.2 Related Links

BRD	Talent Recommendation BRD
Related Analysis	Competitor & Business Research - Talent Recommendation
Related PRD	[PRD]Job and Candidate Matching [PRD]Candidate Pool
Design Draft	
Tech Doc	人岗匹配技术调研
UAT Case	
Task	☑ SPPP-76843 - [ATS]Talent Recommendation PRD

2.3 Modification History

Update Date	Updated By	Modification	Remark
2026.02.09	Dan Liu	New Document	/

3. Background, Objective & Solution

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Background	As hiring scales and the number of open roles increases, organizations accumulate a large volume of historical candidate data, including applicants who have been reviewed, interviewed, or rejected in previous hiring processes. These candidates may still be valuable for future roles, yet in current workflows, recruiters often need to rely on manual search and personal experience to rediscover and reuse them, resulting in low efficiency. To improve talent reuse and job matching quality, it is necessary to introduce a systematic talent pool capability within the ATS. By leveraging **job-based intelligent recommendations**, the system can proactively surface potentially suitable candidates to recruiters at the right time, reducing reliance on manual screening. At the same time, job requirements and evaluation criteria vary significantly across roles. A one-directional recommendation approach is insufficient to continuously align with real-world hiring decisions. Therefore, talent recommendation capabilities must be configurable and supported by a feedback loop to ensure ongoing relevance and accuracy.
Objective	The objective of this feature is to build a scalable and configurable talent recommendation capability that enables recruiters to efficiently reuse historical candidate data and improve job matching quality. The key goals include: • Establish job-level talent recommendation capabilities that effectively connect the talent pool with specific hiring needs • Reduce the time and effort recruiters spend on candidate searching and screening • Support configurable recommendation rules to accommodate varying requirements across different roles • Enable a continuous optimization loop between AI recommendations and recruiter judgment through structured feedback
Solution	This solution introduces a **job-driven talent recommendation capability** within the ATS, enabling deeper integration between the talent pool and hiring workflows.

4. Function Description

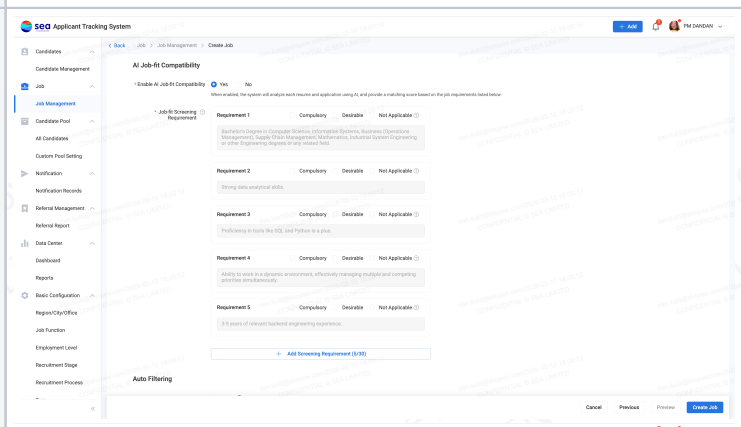
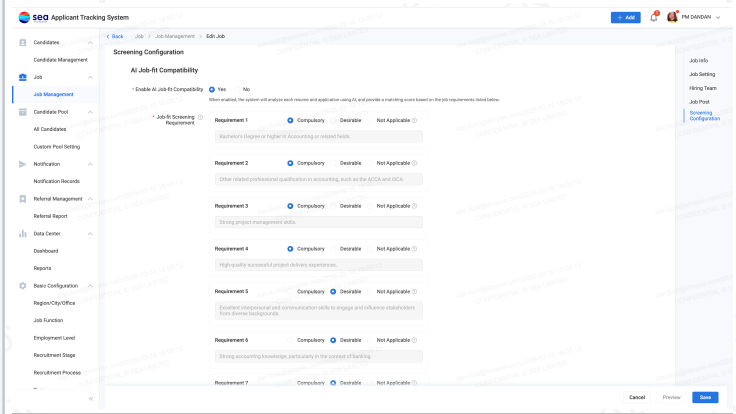
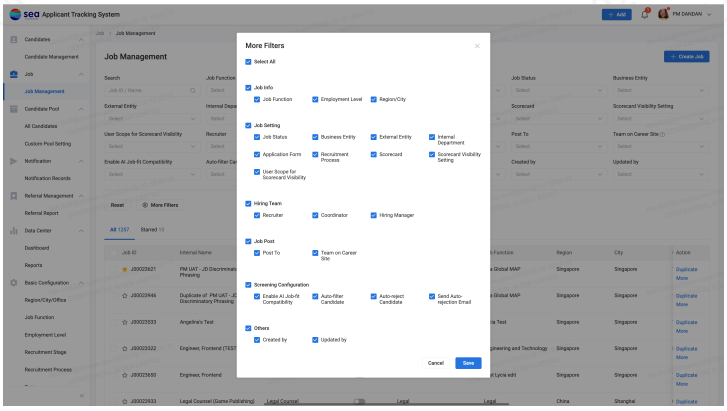
4.1 Function List

#	Module	Function	Sub-function	Description	Need Design?
1	Job Management	Function Configuration	Talent Recommendation Setting	Allow to enable(default) / disable talent recommendation at the job level	Y
2			Historical Data Processing	Existing jobs processing: Disable by default	N
3	Candidate Management	Talent Recommendation	Entry	Add a new tab before [All] tab under the job with talent recommendation function	Y
4			Recommendation Rule	Similar to AI Scoring (Evaluate based on candidate information and job requirement(AI Scoring disabled) / AI requirement (AI Scoring enabled))	N
5			Filters and Fields	Display filters and fields on the list	Y
6			Personal Settings	1. Candidate pool scope 2. Top N candidates 3. Allow recommending candidates rejected for this job 4. Time before candidates can be recommended after rejection	Y
7			Operations	1. View candidate details 2. Add to this job 3. Add to pool / remove from pool 4. Add tag / remove tag 5. Send email	Y
8			Recommendation Feedback	Add thumbs up / down for getting the user feedback	Y

4.2 Function Description

4.2.1 Function Configuration

#	1-2

Page	Job Management
Design	  

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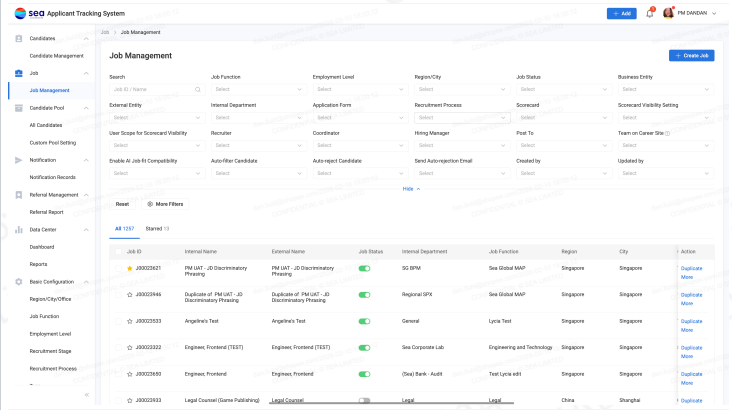

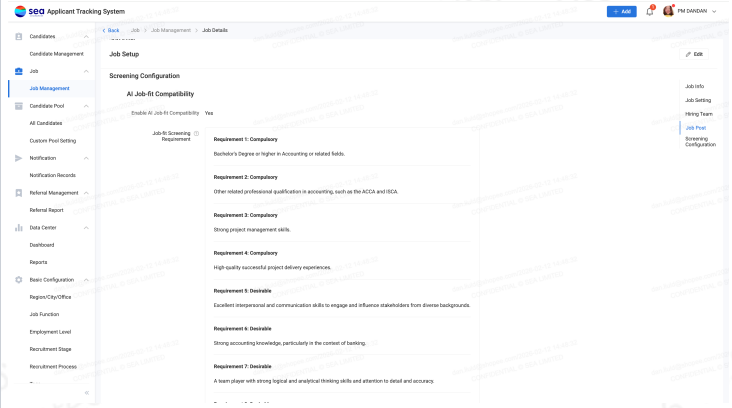

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Details

1. **Talent Recommendation Setting**

Page	Function	Description
Create Job / Edit Job Page	Create / Edit Job	Add a setting under **Screening Configuration** - **AI Job-fit Compatibility** section **Field Name**: **Enable Talent Recommendation from Candidate Pool** **Location**: After Job-fit Screening Requirement **Type**: Radio Button (Single Select) **Description**: a. This field is only displayed and required when **Enable AI Job-fit Compatibility = Yes** (Displayed together with Job-fit Screening Requirement) b. There are 2 options: i. Yes (default) ii. No c. Add the helptext under the option(can refer to the field of Enable AI Job-fit Compatibility) **Helptext for Talent Recommendation** When enabled, a 'Talent Recommendation' tab will be added before the first recruitment stage in Candidate Management to display recommended candidates from candidate pool for this job. d. If switch the button for Enable AI Job-fit Compatibility from Yes → No → Yes, the previous setting for Enable Talent Recommendation from Candidate Pool will not be cleared (same as Job-fit Screening Requirement)
Job List Page	Filter Jobs	a. Add new filter settings on the More Filters setting **Filter Name**: Enable Talent Recommendation **Location**: After 'Enable AI Job-fit Compatibility' under 'Screening Configuration' module **Default Setting**: Unchecked as default b. Add the filter on the Job List page i. If checked the new field on the More Filters setting, the field will be displayed on the page ii. The filter requirement: **Filter Name**: Enable Talent Recommendation **Location**: Same as the order on the More Filters pop-up window **Format**: Dropdown Box (Single Select) **Options**: Yes / No (Get the total option of all jobs in the list)
Job Details Page	View Job Details	Display the corresponding information about the new field: **Field Name**: Enable Talent Recommendation from Candidate Pool **Description**: a. Displayed only when AI Candidate-Job Matching = Yes b. Display Yes / No

2. **Historical Data Processing**: **Disabled by default** for all existing jobs with AI Job-fit Compatibility

4.2.2 Talent Recommendation

#	3-7
Page	New Talent Recommendation Tab
Design	TBC
Details	1. **Entry**: Under Candidate Management menu, a new tab of [**Talent Recommendation**] will be added before the [All] tab when: a. **The job has enabled Talent Recommendation function, and** b. **The user has Candidate Pool access**

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2. **Recommendation Rule** (Similar to AI Scoring):

Data Scope (Input)	**Job**	Job-fit Screening Requirement for this job (including compulsory and desirable requirements)
	Candidate	**Candidate Scope:** a. Candidates in the specific candidate pool (configured in **Recommendation Settings - Candidate Pool Scope**) b. Exclude the active candidates already under the job c. [TBC]Exclude the candidates who are currently under offer/onboarding stage in at least one job d. If the job has auto-filter rules, only recommend the candidates who meet all auto-filter rules e. If the job has auto-rejection rules, exclude the candidates who meet the auto-rejection rules f. For the rejected candidate under the job, whether to recommend depends on the **Recommendation Settings - Allow Recommer Candidates Rejected for This Job** **Candidate Information:** Latest resume + Candidate information
Scoring Rules (Input)	Same as AI Scoring: [PRD]Job and Candidate Matching a. AI assigns a numerical score based on its interpretation of job-candidate compatibility. b. Score Range: 0-100(Integer)	
Candidate List (Output)	a. The X most recommended candidates from candidate scope (X <= the maximum number of recommended candidates (configured in **Recommendation Se N Candidates**)) b. Default order: **Most recommended → Least recommended**	
AI Score (Output)	Same as AI Scoring: Using AI to give each candidate AI score based on the inputs and rules above	
AI Summary (Output)	Same as AI Scoring: Using AI to summarize the reasons for AI score for each candidate	
Time to Calculate	Each time a data query is requested: a. Enter the Talent Recommendation tab b. Update the Recommendation Settings	

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3. **Filters and Fields**
   a. Filter: Similar to filters in the Candidate Pool-Basic Search except job-related filters and add AI score-related filters (real-time search and no need to add [Search] button)

Section	Filter	Description
/	ID/Name/Phone Number/Email	Not supported to be configured in More Filters
AI Match Criteria	AI Score	i. Support to be configured in More Filters ii. Keep the same UI * UX as the current ones iii. All filters checked by default
	Candidate Tags	
Candidate's Personal Information	Highest Education Level	
	School (Highest Education)	
	Grad Year (Highest Edu.)	
	Education Level (All Education)	
	School (All Education)	
	Degree Classification (All Edu.)	
	Grad Year (All Edu.)	
	Previous/Current Company	
	Previous/Current Designation	
	Work Period (End Date)	
	Location	
	Requires VISA Sponsorship	
	IC Type in SG	
	Skills	
	Last Activity Date Range	
	Application Date Range	
	Application Channel	
	Preferred Core Business	
	Preferred Functions or Roles	
Other Information	Candidate Pool	

   b. Field: Similar to fields in the Candidate Pool and add AI score-related fields

Field	Description
Candidate ID	i. Keep the same UI * UX as the current ones ii. The red dots indicating whether the candidate has been read or not are still visible.
Name	
AI Score	
Candidate Tags	
Highest Education Level	
School (Highest Education)	
Previous/Current Company	
Previous/Current Designation	
Location	
Current Pools	
Latest Activity Date	
Latest Application Date	
Latest Application Channel	

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4. **Recommendation Settings**
   a. On the Talent Recommendation List page, add a new button of [**Recommendation Settings**]
   b. Click the button to display a pop-up window, which is mainly for personal recommendation settings

Field	Format	Description
Candidate Pool Scope	Single Select When selecting Custom Pool, it supports multi-select for specific pools	Options: i. **Public Candidate Pool**: Set by default ii. **Custom Pool**: Can select the specific candidate pool under the user's select)
Top N Candidates	Single Select	i. The maximum number of recommended candidates on the list ii. Option: **20** / **50** (Set by default) / **100**
Allow Recommending Candidates Rejected Under This Job	Checkbox	i. Add a helptext: When enabled, the system may recommend candidate previously rejected for this job. ii. Unchecked by default iii. When unchecked, candidates previously rejected for this job will not b
Time Before Candidate Can Be Recommended After Rejection	Single Select	i. Add a helptext: Eligibility is determined based on the candidate’s mo date across all jobs. ii. Options: 1. **No Limit:** No need to consider the candidate's rejection tim 2. **30 Days:** The candidate can only be recommended 30 days a 3. **60 Days:** The candidate can only be recommended 60 days a 4. **90 Days** (Set by default): The candidate can only be recommer the rejection 5. **180 Days:** The candidate can only be recommended 180 day rejection

   c. Operation Button:
      i. **Save**: Save the recommendation settings(one user one job one setting) and refresh to recommend the candidate based on the new settings
      ii. **Cancel**: Close the window directly without saving the changes

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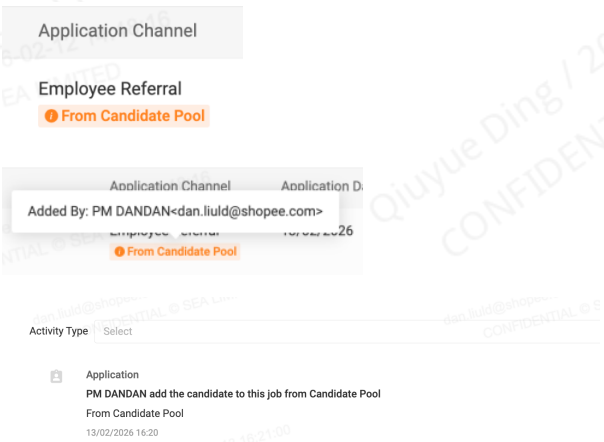
5. **Recommended Candidate Operations**

<table>
<tr><th>#</th><th>Operation Type</th><th>Operation Name</th><th>Location</th><th>Description</th><th>Remark</th></tr>
<tr><td>1</td><td rowspan="11">Single Operation</td><td>Details

Or click the Candidate ID / Name</td><td>Details: Actions → More</td><td>Click to open a new tab and display the candidate details page (under Overview tab)</td><td>Buttons order in Actions:
<table><tr><td>Add to This Job</td><td>/</td></tr><tr><td rowspan="4">More</td><td>Add to Pool</td></tr><tr><td>Send Email</td></tr><tr><td>Remove from Pool</td></tr><tr><td>Details</td></tr></table></td></tr>
<tr><td>2</td><td>Add to This Job</td><td>Actions</td><td>a. Display a pop up window for second cofirmation (Similar to [Add to Job] function but no need to select the job)
b. After the candidate is added to the job successfully:
i. The candidate will be at the first recruitment stage
ii. The application channel will be: (similar to add job from candidate pool)
1. Application Channel: Employee Referral
2. Application Channel Remark: From Talent Recommendation
3. Hover to From Talent Recommendation: display the operator name
iii. The activity feed (type = Application):
<table><tr><th>Field</th><th>Value</th></tr><tr><td>operate on which job</td><td>{new job's name}</td></tr><tr><td>operator name</td><td>{user name}</td></tr><tr><td>operation time</td><td>{operation time}</td></tr><tr><td>operation name</td><td>add</td></tr><tr><td>operation object</td><td>the candidate</td></tr><tr><td>operation detail</td><td>to this job from Talent Recommendation</td></tr><tr><td>operation remark</td><td>From Talent Recommendation</td></tr></table></td><td>Similar to:
 
</td></tr>
<tr><td>3</td><td>Add to Pool</td><td>Actions → More</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>4</td><td>Send Email</td><td>Actions → More</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>5</td><td>Remove from Pool</td><td>Actions → More</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>6</td><td rowspan="6">Batch Operation</td><td>Add to This Job</td><td>Button at the buttom</td><td>Same as #2</td><td>Buttons order:
<table><tr><td>Add to This Job</td><td>/</td></tr><tr><td>Remove from Pool</td><td>/</td></tr><tr><td>Add to Pool</td><td>/</td></tr><tr><td>Send Email</td><td>/</td></tr><tr><td rowspan="2">More</td><td>Add Tag</td></tr><tr><td>Remove Tag</td></tr></table></td></tr>
<tr><td>7</td><td>Add to Pool</td><td>Button at the buttom</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>8</td><td>Send Email</td><td>Button at the buttom</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>9</td><td>Remove from Pool</td><td>Button at the buttom</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>10</td><td>Add Tag</td><td>More</td><td>Same as the current logic in candidate pool</td><td></td></tr>
<tr><td>11</td><td>Remove Tag</td><td>More</td><td>Same as the current logic in candidate pool</td><td></td></tr>
</table>

6. **Recommendation Feedback**
    a. Location: Talent Recommendation List → Click AI Score for one candidate to display the summary
    b. Add thumbs up / down for getting the user feedback, which is familiar to the feedback under AI Scoring function
    c. The only difference: Add a new field on the feedback pop-up window when clicking thumbs down

Field Name	Do Not Recommend This Candidate Again For This Job
Format	Checkbox
Description	i. Checked by default ii. When checked, the candidate will not be recommended under the job again TBC with biz: i. 是对这个用户以后不会推荐还是对这个岗位下不会推荐 ii. 当候选人信息或者岗位AI requirement信息有变化，是否要解除限制

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