Talent Management Suite – HumanLink

Purpose: Talent Management Suite supports companies to attract, onboard, upskill, manage, and retain resources based on quantified data with 40-50% cost and time reduction.

Generic Challenges:

1. Lengthy and complex processes to acquire, evaluate and manage talent
2. Inconsistent hiring platforms
3. Multiple platforms to manage the talent lifecycle

How does the HLink help:

1. Streamlining the employee processes on a single platform
2. Standardizing evaluations for candidates
3. Active Engagement based on evaluations
4. Improving the speed and efficiency in hiring
5. Better communication and engagement with potential candidates
6. Ease of access in Internal Employee Management

Modules:

Employer Module:

The employer module allows to:

1. Attract and Engage
   a. Create Company Profile
   b. Create Job Role
   c. Set Evaluation Criteria
   d. View Interested Candidates
2. Evaluate
   a. Share Evaluation with Candidates
   b. View Shortlisted Candidates based on Evaluation Scores
   c. Detailed Candidate View with Results
   d. Schedule Candidate Interview
   e. Take Interview and Feedback
   f. Action on Candidate

3. Onboard
    a. Create Candidate Documents
    b. Share Documents with Deadline
    c. Verify Documents
4. Manage
    a. Project allocations
    b. Performance Tracking
    c. Appraisals
    d. Feedback and Happiness evaluation
    e. Add Upskilling Path

Candidate Module:

The candidate module allows individuals to:

1. Profile Generation
2. Access to Job Roles by various companies
3. Apply – Show Interest to Job Roles
4. Appear Evaluations specific to companies
5. Schedule/Appear Interview
6. Onboarding Documentation Process
7. Access to Upskilling Resources

Admin Module:

The admin module allows control on the platform with options to:

1. Create and Modify Evaluations
2. Create and Modify Learning Paths
3. View and Take actions on Employers
4. View and Take actions on Candidates

Screens:

Employer Module:

1. Attract and Engage
   a. Company Profile Screen to add company details
   b. Job Role Screen to add Job Opening - Direct or add Referral
   c. Add Evaluations for Job Role which are pre-defined by the admin
   d. Screen with List of Candidates with options to invite them for Job
2. Evaluate
   a. Screen to add Candidates for Evaluation
   b. List of Candidates Shortlisted with Evaluation Scores and Report
   c. Report Screen with Detailed Candidate View
   d. Interview scheduling screen with candidate list and calendar to share date
   e. Interview Link and Feedback Screen
   f. Candidate Status Screen– Select – Hold – Reject
3. Onboard
   a. Display list of Candidates who have been selected
   b. Documents Screen – Create and Save documents
   c. Share Documents with candidates who have been selected
   d. Verify Documents uploaded by Candidates
4. Manage
   a. Project allocations –
      i. Add Projects
      ii. Add Candidate to Projects
   b. Performance Tracking
      i. Evaluate Candidate with Assessments
      ii. Add Feedback to Candidate
   c. Appraisals
      i. View Candidate Performance
      ii. Calculate Performance based on Evaluation
   d. Feedback and Happiness evaluation
      i. View candidate feedbacks
      ii. Action on feedbacks

    e. Add Upskilling Path
        i. Add Learning Category
        ii. Add Videos to Category – via YouTube and Uploading

Candidate Module:

1. Profile Generation – Create Detailed Candidate Profile
2. View Job Roles and Companies
3. Apply for Job Roles – Directly or via Referral
4. Appear Evaluations – MCQ and Descriptive
5. Interview Screen – Ask of Interview
6. Onboarding Documentation Process
   a. Upload Documents
   b. View Shared Documents by the Company
7. View Upskilling Resources

Admin Module:

The admin module allows control on the platform with options to:

1. Create and Modify Evaluations
   a. Add Primary Category for Evaluation
   b. Add Sections to Primary Category as Secondary Category
   c. Add Questions - MCQ and Descriptive
2. Create and Modify Learning Paths
   a. Add Learning Category
   b. Add Videos to Category – via YouTube and Uploading
3. View and Take actions on Employers
   a. View List of Employers
   b. Employer Action – Verify – Suspend
4. View and Take actions on Candidates
   a. View Registered Candidates
   b. Candidate Action – Verify - Suspend

Development Phases:

Phase 1: Talent Pool Generation

Phase 1 will enable companies to create their profile on HumanLink and attract candidates to create their own Talent Pool. This will help job seekers to directly apply for jobs according to their profile without any middlemen and at no charge. Companies can also access the talent pool at no cost and invite any candidate for their job opening.

Phase 2: Talent Pool along with Evaluations

This phase will enable employers to evaluate interested candidates, post which the system will automatically shortlist based on profile and results of evaluations.

Phase 3: Onboarding Process

Phase 3 will make it easy to complete the onboarding process by exchange of documents from verification to signing letters.

Phase 4: Employee Management

This phase gives access to managing employees after onboarding with options to add projects and allocate employees. This module also allows to manage performance, appraisals and feedback.