



**BENEFITS OF ON-LINE
RECRUITMENT AND HIRING SYSTEM
HIGHLIGHTED**

In this special report of the Ceridian Communicator, we will highlight the benefits of the on-line recruitment and hiring module of the Ceridian Human Resource Information System (HRIS). We believe you will find the new system to be a significant improvement for all those involved in the recruitment, application and selection process for Milwaukee County. We look forward to the implementation of this important new system.

Thanks for your continued efforts to make Ceridian HRIS a success.

*- Dr. Karen R. Jackson, Director
DAS – Human Resources*

A NOTE ON RECRUITMENT AND HIRING

*Dr. Karen R. Jackson, Director
DAS – Human Resources*

Have you ever applied for a job, only to find that you had to complete a separate application for each position? Perhaps you don't have access to a computer and are unable to download an application, or it's the deadline for your application and you are not able to drop off an application to Human Resources on time.

Many of these recruitment and hiring challenges may quickly come to an end with the emergence of the new on-line recruitment and hiring module, called Ceridian Recruiting Solutions (CRS). We know that many employees and applicants do not have direct access to a computer. That will no longer be an obstacle as kiosks have been set up at various sites around the County for employees to access all Ceridian systems. Anyone can apply for County jobs from these sites or anytime from a personal computer or public library with Internet access.

After CRS goes live, the entire application process will be transformed from paper-based processing

to a fully automated system. It will no longer be necessary to visit the HR office to apply or to update your personal information. Using a self-service model, you can complete an application or update your application in CRS with accuracy and confidentiality.

We believe that CRS will greatly improve the application process by allowing for resumes and cover letters to be attached, by providing more selective questions with less reliance on open-ended questions, and by providing the capacity for electronic scoring of each application. The new system reduces the number of times and energy it takes to apply to Milwaukee County. We anticipate that CRS will also shorten the time from application to hire. We ask that you be patient while these changes are being implemented. Like anything new, it takes time to learn the entire system, but we are confident that users of the system will find the recruiting module is well worth the wait.

We can't wait to serve you better!

RECRUITING SYSTEM GO-LIVE DATE

On **July 1st 2008**, CRS will be available for all users. The new system will replace the current paper-based hiring processes. An applicant will only need to complete the County employment application once and that same application can be reused for various positions, thereby eliminating duplication. An applicant will, however, maintain the ability to modify and update an application as needed throughout the process.

Watch for two additional Ceridian Communicators that will be issued over the next several weeks to provide specific information on how users can access the new system once CRS goes live.

Stay tuned for more information on CRS!

**TO ACCESS CERIDIAN WEBSITES AND
INSTRUCTIONAL DOCUMENTS, GO TO:**

<http://www.county.milwaukee.gov/>

- Click on "Milwaukee County Employees"