

CANDIDATE EXPERIENCE CHECKLIST

Humanizing your candidate experience will greatly impact your ability to attract and hire top talent. Use this checklist to determine your candidate experience score and identify opportunities for improvement. Each check mark equals 1 point.

CAREER SITE

- Our career site communicates our employer value proposition and core values.
- Our career site is mobile responsive.
- Our career site showcases employee testimonials, company culture, and positive work environment.
- Job descriptions provide candidates with a clear understanding of what they can expect if they are hired.

APPLICATION PROCESS

- It takes less than 30 minutes to apply to one of our jobs.
- We utilize technology to automate processes to scale our operations.
- We communicate with (and thank) candidates during each step of the hiring process.
- We have the tools to quickly and accurately screen and assess applicants.
- We have the technology to create and maintain active and passive candidate profiles.

INTERVIEW PROCESS

- We engage candidates through live one-on-one video conversations.
- We provide same day feedback post-interview.
- Candidates have an opportunity to provide feedback about their experience.
- We have the technology to collect and analyze post-interview data.
- We can easily move high-quality candidates into a talent database integrated with our CRM and recruitment marketing tools.

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Total Points