



RECRUTI FI

JobCast LifeCycle

01

The RecrutiFi JobCast process begins when you receive a JobCast preview on your dashboard, which provides a short overview of the job. After accepting the JobCast, you'll find detailed info which will focus your attention on the exact candidate requirements for your search.



Receive
JobCast

02

Screen
Candidates

Once you accept a JobCast to work on, you will need to source and screen candidates. It is recommended to have phone calls and/or Skype sessions to fully evaluate them. Remember, you are being scored on every candidate submitted, so quality counts!



03



Once you've screened a candidate that you feel is ideal, submit them to the JobCast. The JobCast form requires information gathered during your conversations with the candidate. You only get 4 initial slots to submit candidates, so make sure you are only submitting your best candidates.

Submit
Candidate

04

Candidate
Confirm

Once a candidate is submitted they need to confirm their application via the automated email sent by RecrutiFi. Until then, their status will be **"Unconfirmed"**. Make sure your candidate is prepared to receive the Confirmation Email.

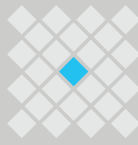


05



Once your candidate has responded to the Confirmation Email, they will be reviewed by the RecrutiFi curation team, and if approved, they move into the Hiring Process. If your candidate does not pass curation they will be withdrawn and their status will change to **"Withdrawn by RecrutiFi"**.

Hiring
Process



R E C R U I T I F I

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JOBCAST STAGES



Awaiting Sort

Candidates are presented to the employer and are waiting to be reviewed. Here, the employer is making a decision solely on the candidates' resume, LinkedIn profile, and the must-have qualifications you provided.

2-3 days

If candidates are no longer being considered for the position at the hiring company, they will be rejected. The employer will provide you immediate feedback on the rationale as to why they were rejected--this can happen during any stage of the process.

Rejected



2-3 days



Screening

At this point the employer is conducting a full digital screen of candidates. This a review of the written responses the candidates provided to the short questions during their confirmation process. Additionally, the employer may contact you for more information.

3-4 days

Once a decision has been made to conduct an in-depth interview, candidates are advanced to the "Early Interviews" stage. "Early Interviews" take place over the phone and are used by the employer to get a more robust picture of candidates.

Early Interviews



3-4 days



Late Interviews

At this point, candidates are "finalists" for the position. Each candidate is being interviewed in-person and being seriously considered for an offer.

2-3 weeks

HIRE!