

LOSING TRACK OF ALL THOSE APPLICANT TRACKERS?

Apploi's guide to picking the perfect ATS

At Apploi, we're constantly talking to managers about what they want and need out of hiring. We've got a good grasp on what makes an Applicant Tracking System tick.

Shopping around for a new ATS and not sure how to pick the right one?

Here are some questions to ask before you commit.

Job Posts, Integrations, & Promotions

- Does this software help me post my jobs?
- Can I promote a job across many sites simultaneously?
- Is this software integrated with popular job boards to give me further reach?
- Will this software help me advertise positions on social media?
- Will this software help me brand my career pages and optimize my job posts for the web?

- Does this platform collect onboarding paperwork relevant to healthcare?
- Does this platform integrate with healthcare job sites?
- Is this platform HIPAA compliant?
- Does this platform offer job post optimization designed to attract healthcare candidates?
- Can this platform collect, verify, and track industry-specific licensure?

Healthcare Specific Functionality

Security

- Is this platform securely encrypted?
- Does the platform feature role-based user permissions, so I can decide who is able to access candidate profiles?
- Can applications flow entirely through this platform, reducing the need to share sensitive information through risky channels like email and fax?
- Does this platform transparently share its security testing methods?

- Is this platform easy to join and navigate as a first-time user?
- Are there accessible user admin options to easily change user permissions and add new users?
- Is it simple to navigate to customer support and submit tickets?
- Is there a convenient search function to view candidates across workplaces and workflows?

Interface & User Experience

Tracking & Analytics

- Does this platform display analytics on your candidates' workforce readiness?
- Can you see what documentation is missing or soon to expire?
- Are you able to toggle between facility-specific and organization-wide analytics views?
- Can you send reminders to candidates missing documentation within the platform?
- Can you track vaccine status of candidates and see who still needs to submit vaccination documentation?

- Does the platform allow you to maintain records of previous candidates?
- Can you take and retain notes on candidates from previous rounds of recruiting for future reference?
- Can users mark candidates as “do not rehire”?
- Does the platform reduce days-to-hire, reducing the risk that candidates will accept a job with a competitor?
- Does the platform increase conversion rates with 1-click apply?

Candidate Retention

Candidate Communication

- Can you send emails within the platform?
- Can you send text messages within the platform?
- Does the platform retain a record of candidate communications for easy review?
- Are you able to send unlimited messages to candidates?
- Does the platform make it possible to contact candidates from previous rounds of recruiting?

Teamwork & Collaboration

- Does this platform allow multiple members of your team to join as users?
- Can your team share notes across workplaces?
- Can you schedule interviews in a central calendar shared with your teammates?
- Is there a variety of ways for users to take and share notes on specific applications and job posts?
- Can multiple users move candidates through the application process, based on user permissions?

- Are you able to customize workflows to reflect your process?
- Are you able to use this platform for both high-volume and single positions?
- Can you edit suggested email and text templates to reflect your organization's voice?
- Are there multiple ways to take notes on candidates, to appeal to different kinds of users?
- Can you easily move candidates through stages, including candidates from previous recruitment rounds?

Flexibility

Offers & Onboarding

- Can you send offer letters from the platform?
- Does the platform allow you to natively transition candidates from applicant tracking to an employee management system?
- Can you collect onboarding paperwork from the platform?

- Does the team behind this software offer free training sessions for new users?
- Is the customer support team well-versed in your industry?
- Is customer support easily accessible and responsive?
- Are there multiple channels of communication to access support?
- Does customer support reply to issues in a timely manner?

Customer Support

Value

- Does this platform offer additional features beyond applicant tracking?
- Does this platform offer multiple packages for businesses of different sizes?
- Is this platform competitively priced for ATS systems that specialize in your industry?
- Does this platform provide options if your business scales?
- Is training and onboarding new users affordable on this platform?