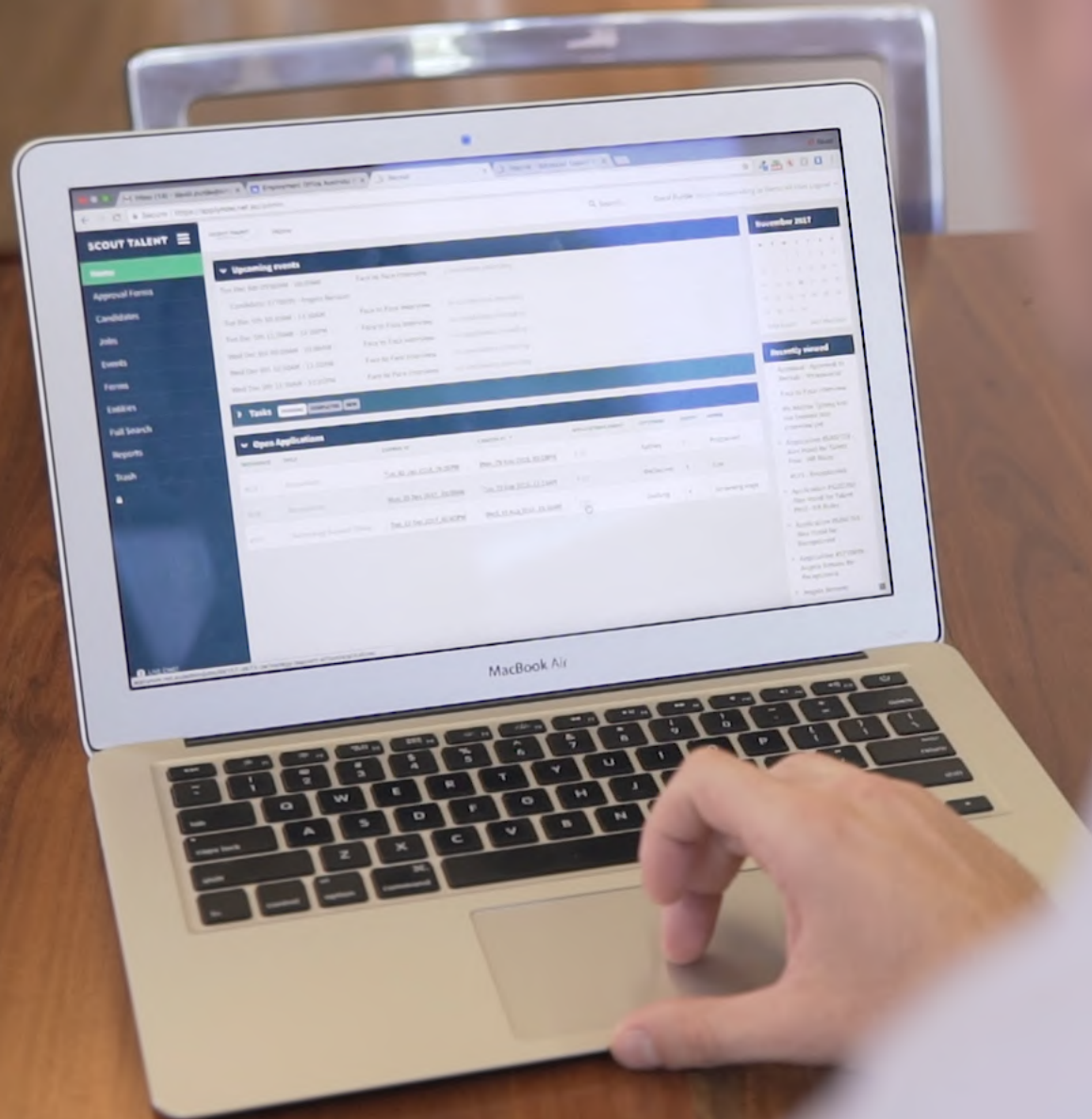


# e-Recruitment in Local Government:



**Key  
Learnings  
from a NSW  
Council**

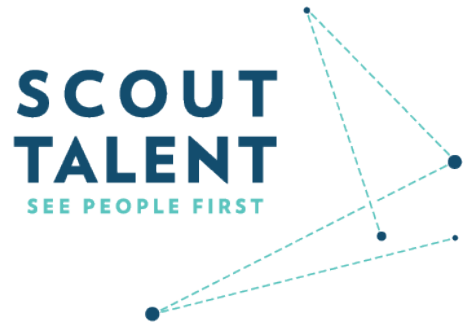
# Housekeeping

- Have a question?

Type it into your GoToWebinar Action Pane and we'll answer it at the end!

- We'll e-mail you the webinar slides/recording afterwards
- There will be a special offer at the end – worth sticking around for!

# Presented By



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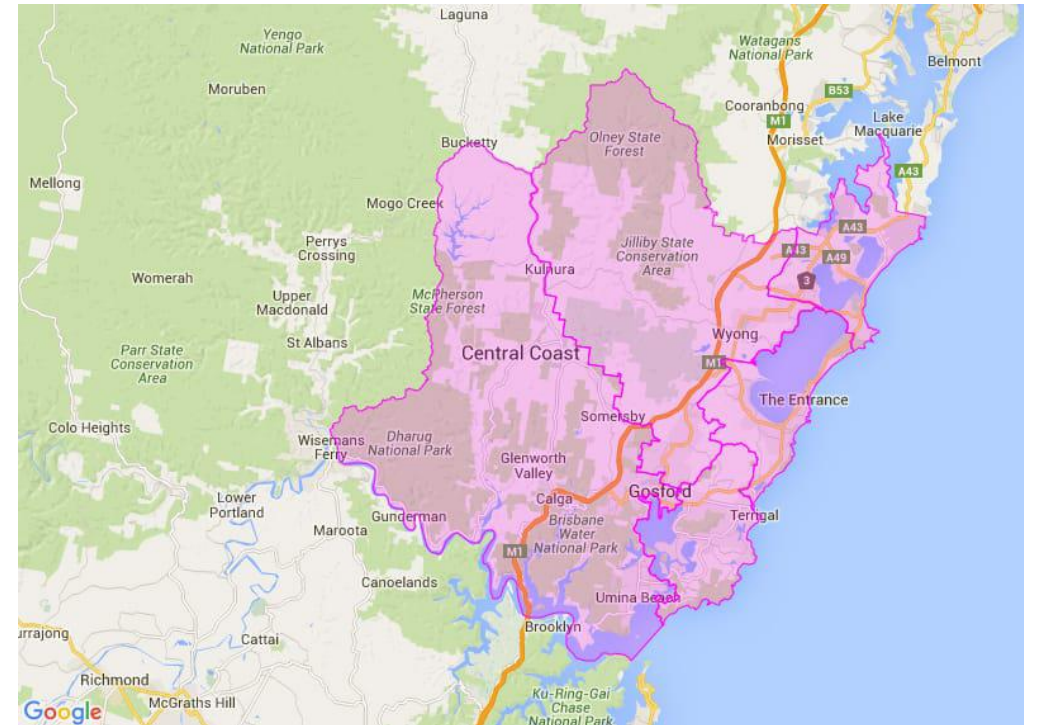
# About Lyn

- Has worked in recruitment for the previous Gosford City Council and now Central Coast Council for around 15 years
- Project Manager Organisational Design, responsible for the implementation of the newly amalgamated Central Coast Council structure
- Currently leading the Talent Acquisition Team



# About Central Coast Council

- In May 2016 Gosford City Council and Wyong Shire Council merged to form Central Coast Council
- 3<sup>rd</sup> Largest Council in NSW
- Approximately 2,350 employees
- Located halfway between Sydney and Newcastle on the Central Coast of NSW
- A Scout Talent:Recruit client for over 4 years



# Prior to e-Recruitment Adoption

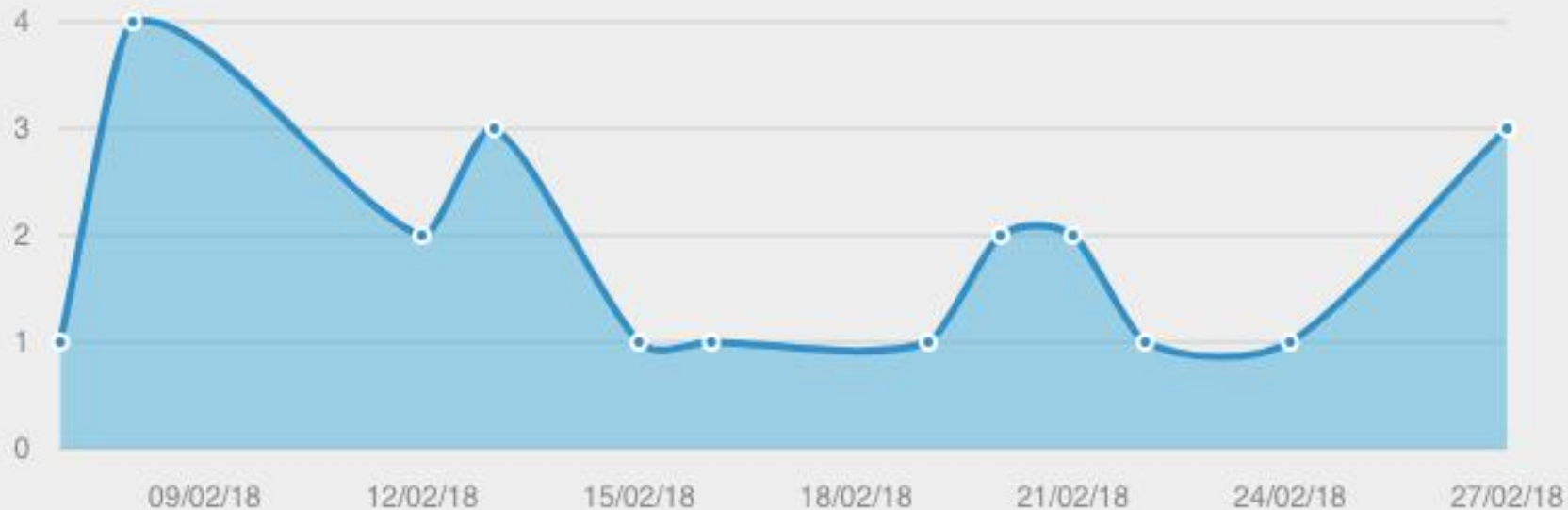
- Fully manual process
- All Applications printed off and manually entered into HRIS system
- All applications manually acknowledged by letter
- Inconsistent culling of applications
- No storage space for recruitment files

# Top Benefits of e-Recruitment

- User friendly for candidates and panels
- SMS capability
- Online reference checks
- System support
- Panel / Hiring Manager permissions and access levels

# Activity Graphs

### Applications per day



### Applications by source



### Recent Applications

ID	CANDIDATE	SUBURB	STATE	DATE	RATING	STATUS
6321513	Reuben Castro	Albion	Queensland	<a href="#">Tue, 27 Feb 2018, 03:37PM</a>	75.0%	Phone Screened
6321469	Josh Shegog	Griffin	Queensland	<a href="#">Tue, 27 Feb 2018, 03:27PM</a>	50.0%	Unsuccessful
6320662	Ross Anderson	Griffin	Queensland	<a href="#">Tue, 27 Feb 2018, 10:33PM</a>	75.0%	Withdrawn

# Automated Email Responses

## Email template

ApplyFirst - eShots Template

## Delay

None

## Subject\*

ApplyFirst - eShots Template

Available placeholders are: {FIRSTNAME}, {LASTNAME}, {EMAIL}, {USER\_FIRSTNAME}, {USER\_LASTNAME}, {USER\_EMAIL}, {USER\_PHONE}, {JOB\_TITLE}, {JOB\_NUMBER}, {ENTITY}, {ATTACHMENTS\_URL}, {FORM}

## Body\*

Edit ▾ Insert ▾ Format ▾ Table ▾ Preview ▾ Source Code ▾

**B** *I* U [List icons] [Link icon] [Image icon] <> Paragraph ▾ 10pt ▾ A ▾ **A** ▾



# Visibility

## Activities

ADD NOTE

ADD FORM

SEND FORM

SEND EMAIL

ADD TO EVENT

INVITE TO BOOK IN

E-MAIL EXTERNAL

SEND SMS

EXPORT HRO

EXPORT SCOUT ONBOARD

ONBOARD EXPRESS



EXPORT PAYGLOBAL

FLARE HR

ATTACH VIDEO INTERVIEW

**Aurelio Tedesco-Gueli** changed the status of 6455799 - Garth Hawkins to **Offer Accepted** — Thu Apr 26th 04:27PM

**Aurelio Tedesco-Gueli** changed the status of 6455799 - Garth Hawkins to **Interview Completed** — Thu Apr 19th 01:52PM

**Aurelio Tedesco-Gueli** changed the status of 6455799 - Garth Hawkins to **Interview Booked** — Wed Apr 18th 06:17PM

**Aurelio Tedesco-Gueli** Sent 6455799 - Garth Hawkins with template **AU- SL- Invitation to Interview- Client** — Wed Apr 18th 06:17PM

Show

**Aurelio Tedesco-Gueli** forwarded access to the application 6455799 - Garth Hawkins for **aurelio@employmentoffice.com.au** — Fri Apr 13th 12:29PM

# Vacancy Alerts

diverse and diverse suburbs. As we continue to deliver quality, innovative and inclusive programs and services, we would love it if you can join in our journey towards becoming the best council for our community.

## Why Inner West Council is a great place to work

We are committed to the principles of Equal Employment Opportunity, WHS, sustainability, continuous improvement and business excellence. The community is at the heart of the organisation and Council puts its 'Values First' with flexibility, integrity, respect and the spirit of team as a set of values and associated behaviours for all levels in the organisation. We expect commitment to these values from all employees in performing their respective roles.

We offer career life balance with hours that allow you to relax and recharge. Many roles offer roster days off giving even greater quality of life and balance (please check details within the advert). Permanent employees benefit from our great value gym membership from \$12.95/week giving access to a vast network of gyms in Sydney.



### Subscribe to Council's Job Alert

Email\*














First Name\*

Last Name

Submit

We value your privacy as much as you do. We will not give your email address out to any other parties

# 24/7 Access

ID	CANDIDATE	SUBURB	STATE	COUNTRY	DATE	RATING	STATUS
6346806	 Stephanie Azelia	Indooroopilly	Queensland	Australia	<a href="#">Tue, 06 Mar 2018, 07:39PM</a>	Not rated	Application Withdrawn
6344487	 Natalie thelwell	Lane Cove	New South Wales	Australia	<a href="#">Tue, 06 Mar 2018, 11:18AM</a>	Not rated	Open
6341850	 daniel test	testville	Northern Territory	Australia	<a href="#">Mon, 05 Mar 2018, 06:05PM</a>	Not rated	Open
6341585	 Andrea Tjoeng	Everton Hills	Queensland	Australia	<a href="#">Mon, 05 Mar 2018, 05:07PM</a>	Not rated	Open
6341253	 Brad Freeman	Milton	Queensland	Australia	<a href="#">Mon, 05 Mar 2018, 03:55PM</a>	Not rated	Open
6340942	 Sam Jackson	Melbourne	Victoria	Australia	<a href="#">Mon, 05 Mar 2018, 02:56PM</a>	Not rated	Open
6340814	 Clayton N	Newstead	Queensland	Australia	<a href="#">Mon, 05 Mar 2018, 02:26PM</a>	Not rated	Open
6340792	 Alexa Littleton	Brisbane	New South Wales	Australia	<a href="#">Mon, 05 Mar 2018, 02:21PM</a>	Not rated	Open
6340661	 David Purdie	Brisbane	New South Wales	Australia	<a href="#">Mon, 05 Mar 2018, 01:55PM</a>	71.88%	Interview Booked
6263025	 Annie McCretaceous	Trexville	South Australia	Australia	<a href="#">Mon, 12 Feb 2018, 07:03PM</a>	Not rated	Open
6255203	 Peppy Roni	Pizzaville	Manitoba	Canada	<a href="#">Sat, 10 Feb 2018, 08:57AM</a>	Not rated	Open
6253688	 Ana Test Avner Test	Testville	Queensland	Australia	<a href="#">Fri, 09 Feb 2018, 07:24PM</a>	Not rated	Open
6252389	 Annie Test	test	Queensland	Australia	<a href="#">Fri, 09 Feb 2018, 02:47PM</a>	Not rated	Open

# Gateway Questions

## Questions

1. Are you an Australian Citizen, Permanent Resident or have unlimited work rights within Australia? (proof will need to be provided at interview stage)\*

No

Yes

2. Are there any reasonable adjustments that we can assist with, in regards to the recruitment process?

3. Do you currently or have previously worked for Inner West Council ( or any of the former Councils i.e. Ashfield, Leichhardt, Marrickville) either as an employee or agency-provided personnel?\*

Current Employee

Previous Employee

Agency-provided personnel

I have never worked for Inner West Council (or any of the former Councils as stated above)

4. Do you have tertiary qualifications in marketing or equivalent?\*

No, please skip to question 6

Yes, please go to question 5

5. Please outline your qualification, institution and date achieved.

6. Do you have extensive experience with the management of customer and membership services within the Recreation sector?\*

No

Yes

# Top Tips for e-Recruitment Implementation

1. Do your **research** to determine benefits & savings & how to mitigate risks before preparing your Business case
2. Get your key **stakeholders** on board
3. **Train** your users
4. **Prepare** your Launch
5. Utilise **support** services offered by your system provider

# Special Offer

Subscribe to Scout Talent:Recruit before 30 June 2018 and receive a **FREE on-site training day** delivered by one of our Product Specialists

RRP \$2,000+GST



# Questions?

Please send your queries to:

**[marketing@scouttalent.com.au](mailto:marketing@scouttalent.com.au)**