MATCHWORK

THE MATCHWORK CV SEARCH MODULE – IN BRIEF

The CV Search Module provides an effective and user-friendly way of maximising the value of a CV database.

GET THE MOST OUT OF YOUR CVS

The CV Search Module is built using MatchWork's unique system for registering detailed CV data in a structured, searchable, effective and user-friendly way. The result is the market's most advanced search, providing the recruiter with easy, fast and accurate access to candidates in the pool of CVs registered through the job board owner's site.

The CV Search Module can function as a stand alone service or, to fully monetise a CV database as a complement to the CV Matching Module. In brief it will allow Job board owners to:

- Offer a premium CV Search product to advertisers or recruiters
- Provide candidate search and screening as a chargeable consultancy service
- Enrich product packages or advertisement upsells
- Generate higher traffic and activity on the site
- Offer direct CV search as a standalone product or as a complement to an advertisement

A SOLUTION FOR THE ACTIVE RECRUITER

MatchWork have designed the CV Search module by asking active recruiters what features are most useful to them.

In turn MatchWork's customers are able to offer their advertisers a CV Search service based on the very latest technology and with a 'look and feel' in harmony with their corporate identity.

Job seekers registering CVs have the options of full anonymity or the ability to choose to auto disclose personal information to agencies or direct clients.

CVs are captured through the same process and interface that is used for the CV Match Service. That capturing process can be configured to the specific needs and requirements of the job board. This can vary from a two-minute upload of CVs into the search database to a CV parsing supported process to render any set of structured data. It is in the CV registration process that the CV holder also defines whether contact details can be revealed automatically or via a prompt.

Recruiters can search, manage and download CVs according to what has been agreed in the contract with the job board owner. The activity is registered and reported via MBOS.

Searching for CVs is done in a fast, easy and intuitive way using simple search, guided navigation or advanced search. Searches can be modified by saving new/added criteria under the same search name. The saved searches are visible to the recruiter and non-relevant searches can easily be deleted.

Whenever a CV including contact details is saved or exported to a folder it will be registered automatically as a download for statistical and invoicing purposes. The module exports in HR XML for easy integration with Candidate Management Systems.

Access to the CV Search service is registered and controlled by the job board sales team at recruiter level. This enables "read-only" anonymous CV browsing, and "full service" CV search and contact – and access can be managed in a variety of ways.

Every transaction is recorded. This enables the system to generate performance statistics on "CV views", "Save CVs", "Print CVs" and "Export CVs" on a very detailed level (per hour, per day, per week, per month). For invoicing purposes MatchWork provides detailed information on which user at which recruiter has contacted which candidate, and when. This is provided through invoice data export.

CV SEARCH MODULE

Included features – basic configuration

- Advanced search and browsing
- Contract module (Back Office)
- Work folder structure

Request the MatchWork CV Search Module Service Description for a full listing of all functionalities included in features.