



The
University
Of
Sheffield.

e-Recruitment Briefing

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Recruitment

- Recruitment & Selection Network and uSpace
- New Jobs webpage
- Minimum advertising period required to support Certificate of Sponsorship
- Push on quality and speed of recruitment
- Mandatory training for Chairs of Panels
- New advert template



e-Recruitment

- Approximately 5,600 Staff employed with the University
- Approximately 1,690 Staff on FTC's
- Approximately 800 Staff employed within the Faculty of Engineering
- Approximately 420 Staff on FTC's within the Faculty
- Approximately 1,000 Staff recruited in 2009
- Over 160 recruited within the Faculty of Engineering



e-Recruitment

- On average there are 10-15 adverts live for the Faculty of Engineering at any one time, covering a range of posts
- High volume of recruitment
- Striving to speed up the process



e-Recruitment

- Benefits
 - Speed
 - Approvals process
 - Visibility of the process
 - Flexibility
 - Process coordinated by Recruiters



e-Recruitment

- Supporting departments
- The Recruiters role
- Roles within e-Recruitment
 - Recruiter
 - Approver
 - Panel Member



e-Recruitment

- Applicant's experience
 - Quality of applications
 - Email alert service
 - Applicant's profile
 - Draft applications
 - myJob – Internal applicants
 - Online Applications



e-Recruitment

- Reporting
 - Standard reporting
 - Monitor advertising
 - How many posts are filled
 - How many applications have been received
 - Who has carried out each stage in the recruitment process



e-Recruitment

- Technical Support
 - Web pages
 - Unmanaged PC's and Mac's
 - To access remotely a Virtual Private Network (VPN) connection is required
 - e-Recruitment Helpdesk
 - Telephone: 0114 222 1606
 - Email: e-recruitment@sheffield.ac.uk



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Questions?