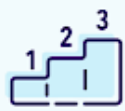


# Streamline Your Hiring Process

JazzHR is powerful, easy-to-use, and affordable recruiting software that helps you improve and customize your entire hiring process.

Replace time-consuming tasks in email and spreadsheets with a centralized applicant tracking system that saves time and consistently results in making better hires.



## A Simple Solution For Each Hiring Stage

JazzHR seamlessly ties into each step of your hiring process.

### 1. GET CANDIDATES:

#### Job Postings & Syndication

Broadcast your job openings everywhere qualified candidates are looking.

- **Post to 20+ Job Boards with A Single Click**  
Post jobs to the most popular free and premium job boards like Indeed and Glassdoor
- **Harness the Power of Employee Referrals**  
Invite co-workers to refer job candidates through JazzHR's fast, easy and efficient platform
- **Attract Candidates with a Great Careers Page**  
Create a better candidate experience using JazzHR's customizable, mobile-ready careers pages

### 2. MANAGE CANDIDATES:

#### Applicant Tracking System

Replace time-consuming tasks in email and spreadsheets with a powerful applicant tracking system.

- **Better Manage Your Candidate Pipeline**  
Track the progression of your candidates through customizable recruiting stages or JazzHR's default workflow
- **Stay In The Know**  
Stay informed with a real-time stream of the latest activities related to your candidates
- **Automate Redundant Busywork**  
Save time by triggering emails and assigning tasks between stages to automate repetitive tasks

## 3. INTERVIEW CANDIDATES:

### Interviews & Assessments

Bring your A-Game to every interview using JazzHR's revolutionary interview tools.

- **Coordinate Guided Interviews**  
Empower interviews to ask insightful questions using customizable and mobile-friendly interview guides
- **Easily Schedule Interviews**  
Sync personal calendars like Gmail or Outlook to view availability and find times that work for everyone
- **Compare Candidates and Collaborate as a Team**  
Use Candidate Scorecards and Assessments to evaluate prospective employees with your team members

## 5. LEARN AND IMPROVE:

### Reports & Analytics

Uncover hidden inefficiencies and opportunities within your recruiting process.

- **Stay Compliant**  
Fulfill reporting requirements and be prepared to address legal matters using compliance reports
- **Customize your Data**  
Get unprecedented access to your data with JazzHR's 100% customizable reports
- **Expose Recruiting Opportunities**  
Identify where the best candidates are found and uncover bottlenecks in your process

“

With JazzHR, I'm able to bring a candidate through the entire hiring process in half the time.

**Danielle Richmond** | Talent Director ”

## 4. HIRE CANDIDATES:

### Offers & eSignatures

Digitize the entire offer process to save valuable time and eliminate unnecessary paperwork.

- **Create and Send Offer Letters in Minutes**  
Embed tokened fields in JazzHR's offer letter templates to easily generate letters on the fly
- **Track Each Version of your Offer Template**  
See a history of your template so you know what's happened and can revisit later
- **Complete Offers and Onboarding Faster with eSign**  
Eliminate stacks of paperwork and completely digitize your offer acceptance and onboarding processes



### About JazzHR

Since 2009, JazzHR has helped thousands of companies reach and exceed their recruiting goals. With over 5,000 customers and 200,000 positions filled, JazzHR is on a mission to enable today's greatest people build tomorrow's greatest companies. For more information, visit [JazzHR.com](http://JazzHR.com) and follow us @JazzDotCo

