END TO END
Employee Hiring and Onboarding Solution

BACKGROUND

Employee Hiring and Onboarding is a complex and elaborate process. There are hundreds to thousands of jobs which are posted in an organisation every year depending upon its scale. Tens of candidates get interviewed at multiple rounds for each job posting. HR departments face the hassle of managing the paperwork of each candidate and coordinating with various stakeholders associated with the interviewing process.

Once a candidate is selected, HR Managers need to process the offer letter and compile pre-joining academic / experience documents. Further, other departments (IT / Admin / Sales / Marketing / Service) need to be informed to arrange for Joining Kit, Laptop, ID Card, Access Card, Login Credentials and Trainings in advance for the induction of new employee.

CHALLENGES

HR departments face various challenges due to manual Employee Hiring and Onboarding process.

INEFFICIENCY

HR managers are engaged most of the time in monotonous tasks of exchanging emails and coordinating through phone calls with various stakeholders as a part of recruitment process which leads to inefficiency.

PROCESS DELAY

Due to excessive manual nature of the process involving multiple stakeholders, the hiring process gets delayed resulting into delayed onboarding of new employees. This severely impacts business especially in the case of hiring for critical positions.

POOR ONBOARDING EXPERIENCE

A recent HR research shows that 1 in 25 employees leave his / her new job because of poor onboarding experience. Hence, it is quite important for HR departments to provide a smooth onboarding experience to the new employees.
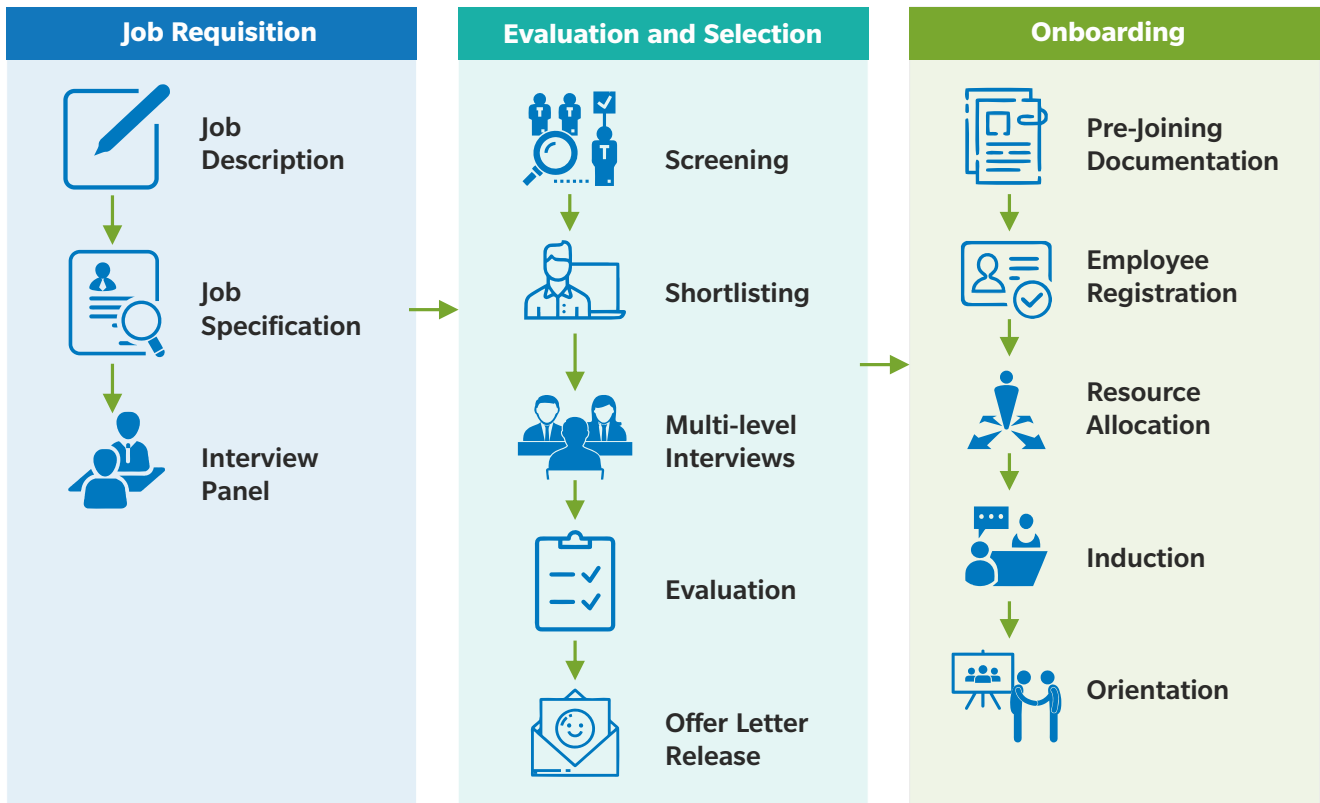
LACK OF VISIBILITY & CONTROL

Given the fact that all the hiring related information is scattered across multiple emails and documents, it becomes quite challenging for HR Managers to keep track of the progress of each job position and apprise other stakeholders of the same.

Introducing
KM e-Hire

KM e-Hire is an end to end solution for HR departments to automate Employee Hiring and Onboarding process. The solution bridges the information gap across stakeholders, keeping them informed of all the developments (Candidates, Interviews, Offer Letter, Joining, etc.) on a hiring position from a single point.

Job Requisition

- Job Description
- Job Specification
- Interview Panel

Evaluation and Selection

- Screening
- Shortlisting
- Multi-level Interviews
- Evaluation
- Offer Letter Release

Onboarding

- Pre-Joining Documentation
- Employee Registration
- Resource Allocation
- Induction
- Orientation

Why
KM e-Hire?

Single Point Access

KM e-Hire provides stakeholders with a single point access to all the information regarding Positions, Candidates, Interviews, Offer Letter, Pre-joining Documents and Onboarding.

Onboarding New Hires

KM e-Hire ensures a smooth onboarding of the new hires by creating a workflow of all the stakeholders for joining formalities such as Pre-joining Documentation, Employee Registration, Resource Allocation (Laptop, ID Card, Access Card, Employee Kit, Login Credentials, Seat), Induction and Orientation.

Interview Workflow

KM e-Hire enables HR Managers to setup a workflow of interview rounds for each job position. Interviewers can provide their decision and feedback for each round of the candidate interview.

Integration

KM e-Hire can be integrated with organisation's Active Directory and HRMS to leverage more value.

BUSINESS BENEFITS

Improved Efficiency

Faster Hiring Process

Optimal Onboarding Experience

Better Monitoring and Control

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