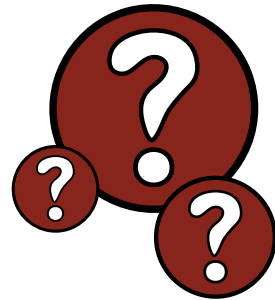


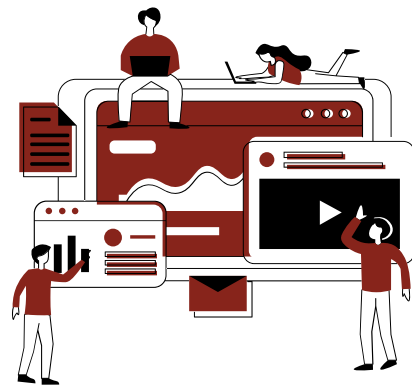
Improve New Hire Process

Problem



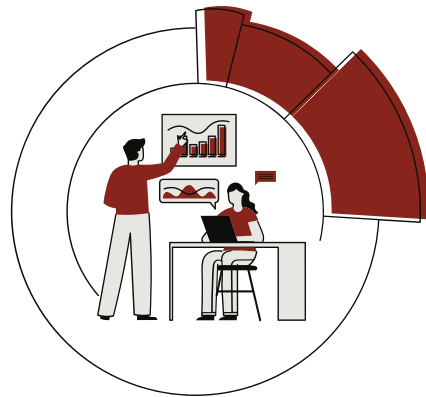
The new hire process was lacking in time efficiency in relation to how long it took to fill a vacancy. Over the past year, it took an average of 42 business days when a list of new hires is received to the new employee's first day.

Solution



- Determine panel availability and schedule panel members prior to receiving list.
- Implement an email process to standardize emails to candidates inclusive of the interview dates and times
- Update procedure documents with new processes
- Cross-train team on new processes

Results



Number of days reduced from receiving new hire list to 1st day

15.6 DAYS

HR savings per new hire

\$12,480

HR savings for 55 new employees

\$686,400

Non Financial Impacts

- Vacant Positions are filled faster increasing needed services to customers.
- Reduction in potential candidate no-shows or dropping out during the evaluation process