Recruit Express

For recruiting organisations that need immediate access to client and candidate information

Customer Relationship Management (CRM) is all about building long term, meaningful business relationships with your clients. Recruit Express adds automated business processes, which allows you to manage candidate information in an easy to use package. You have more time to find the right candidate, manage your accounts and bring in new business.

Recruit Express builds on the powerful Commence RM architecture, by adding new features to provide a fully functional CRM solution for the recruitment industry.

Easy to use

Recruit Express has a simplified user interface, with all of the information available from view buttons in one screen.

You consultants have immediate access to the client information they need, including a history of previous conversations and positions you have filled. You can quickly register a new job opportunity to be filled and record all of the required information.

From the Candidate view, you can track all of the information related to a candidate including contact details, resume, photo (optional), qualifications, employment history and descriptions for candidate reports.

Recruit Express also features a Skills category, which is a flexible, user definable list of skills that can be used to group candidates.

Web Site Integration

Commence RM can be integrated with your web site in a variety of ways. For example, publish up to date positions listing or receive applications over the internet. Enquiries on the web site are entered directly to the Commence database, saving time in having to re-enter data.

Selection Assistant

Selection Assistant allows you to quickly locate candidates on file that meet the criteria for a particular position.

Once you have entered the details for a position, run Selection Assistant to bring up a list of candidates that may be suitable. Then you can review the details for each candidate and decide if they should apply for the position.

Diary

Consultants can keep total control of their schedule and view appointments in a variety of ways; their diary, all appointments, those related to a position and more.

The diary can be viewed by day, week, month or year and colour coding identifies the type of meeting.

Integrated Accounting

Share information with your accounting department using MYOB with the optional AccountLink interface.

The Complete CRM

Solution that will

make your company

a more effective

Recruitment

organisation.

Try Recruit Express today!

You can download a FREE evaluation copy from our web site at http://www.aus.com.au/crm

Advanced User Systems Pty Ltd

http://www.aus.com.au
Phone: 02 9878 4777

READY-TO-USE

EASY-TO-USE

SCALABLE

EASY TO CUSTOMISE

AFFORDABLE

ADVANCED SYNCHRONISATION

REMOTE ACCESS

AGENT TECHNOLOGY

ONE-TO-MANY CONNECTIONS

MULTI-LEVEL SECURITY

DESKTOP INTEGRATION

The Next Generation in Customer Relationship Management Software

Recruitment Features

- Record all of your client information
- History of phone calls, notes & correspondence
- Log assignments to fill positions, with job description, salary and skills
- All Candidate details: work and home address, phone number, email, and date of birth
- Candidate age calculated automatically
- Store a photo of the candidate (optional)
- Candidate qualifications and experience / employment history
- Store the Candidate resume
- Manage applications for positions, ranking and shortlist
- Categorise candidates by skills
- Selection Assistant automatically finds candidates on file, that match the required skills for a position
- Reporting of candidate listing and shortlist
- Full calendar features to manage appointments and interviews
- Mail Merge to print letters to successful and unsuccessful applicants.

Contact Management

- Capture details of customers, prospects and business partners
- Name, company, address, phone, fax, email, etc. - add any fields
- Commence Connect automates email campaigns
- Flexible - create your own tables, forms and reports

Open Architecture

- Microsoft desktop applications
- Share calendars, contacts and email with Outlook
- MS Exchange address book
- Mail merge with Word
- Automatic lookup of Australian postcodes
- Integration with third party postal address barcoding software
- PalmPilot link
- ODBC, OLE-DB and API

Account Management

- Contact management, profiles, call history and letter log
- Access complete account history
- Guided sales process and workflow
- Group calendar / scheduling
- Email, fax, letter templates
- Product and price lists

AccountLink - MYOB Interface

- Optional interface to MYOB Accounting and MYOB Premier
- Bi - directional update of company, product and invoice information
- Provides complete history of previous sales activity by customer
- Interactive or scheduled updates
- Graphical interface to MYOB ODBC configuration data

Try Recruit Express today!

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**Or call us on
02 9878 4777**

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