



!Trak-It Web

OVERVIEW OF WEB INTERFACE

The !Trak-It Applicant Web Option allows you to dynamically publish your open job requisitions on the Internet or on your in-house Intranet. A web user would first see a customizable screen with a welcome message, directions for use and a list of job categories. The user, via their browser, selects a category of interest and the Web Option displays a list of available openings with short job descriptions and requirements. If an opening is of interest, the user clicks on an "Apply" button next to each listing. They may then submit their resume or access the built-in resume-maker. If they choose the resume-maker, they simply fill in a form similar to an on-line job application which, when completed, generates and submits a resume for them.

How It Works

The Web Option is your web site's job board and consists of Cgi scripts and modifiable HTML pages so you can create customized web screens to display your job openings on the web. It also provides a way for receiving resume submissions from users. The !Trak-It Applicant Requisition database has the following fields specifically for publishing your job openings on the Internet or your in-house Intranet:

Description

A short description of the opening such as "Program Manager."

Publish it on your Website

A check box that lets you choose to post this opening.



Web Job Description

A long field that describes the position. This is different from the official Job Description that would be used to describe in detail the exact duties of the position.

Web Job Requirements

A narrative describing the skills, experience, testing requirements, etc. for the position.

The HTML portion of the interface is typically customized for each installation by your IT department using a web authoring tool or editor to include corporate logos and the exact wording desired for each web page. Once these are developed they are used to publish your job openings on the web. All requisitions that are flagged to be published are dynamically available when a user accesses your web pages.

As users submit resumes, they are stored as text files which are, in turn, processed by the !Trak-It Extract option to populate the !Trak-It Applicant databases.

Software Requirements

Windows NT or above with IIS web server.

See a Demo Now

Go to: www.trak-it.com/Applicant-Web.html then click on the "Demo Company" logo at the bottom of the page.