

What is Trail2Hire

An online recruitment platform

- that facilitates a direct dialogue between hiring managers (in a company) and registered candidates
- with no other intermediaries to hinder the hiring function

Candidate Specific Services

Currently available services are:

- Register and chose job preferences
- Upload resume (text, video)
- Upload credentials (graphics)
- Provide reference contacts
- Search and apply for jobs
- Automatic listing of relevant jobs
- Profile view log
- Disable resume viewing by companies
- Track status of applied jobs
 - Email updates on hiring manager decision
- If short-listed
 - Answer behavioral questions posted by hiring manager (if any)
- If being interviewed
 - Choose preferred interview date/time
- Update candidate profile

Register & Choose Job Preferences

- Click 'Candidate Signup' on home page
- Fill in required sections in sign-up page
- Select Job Preferences
- List appropriate 'Skills' as they are used during automatic job searches
- Enter Reference Data
- Read/Accept 'Terms & Conditions' and submit

Upload Resume

Upload resume in text or word format

Maximum size limit for a resume (word file) is 200k in size

For video resumes, upload video file in a video sharing site

Cut and paste the stored video URL in the text box under 'Video'

Upload Credentials

Upload credentials such as a degree certificate

Maximum size limit of a logo (graphics file) is 100k in size

Provide Reference Contacts

It is essential to provide reference names and contact details

The platform will send pre-determined questions to referees

Hiring managers can view referee responses to make decisions

Search and Apply for Jobs

Multiple criteria available to search for jobs

Ability to select and apply multiple jobs

Automatic List of Relevant Jobs

Feature to display relevant newly posted jobs since last login

Uses candidate profile and job preferences to arrive at the list

Profile View Log

Displays the number of employers (hiring managers) who have viewed the candidates' profile

Disable Resume Viewing

Saying NO to 'View My Resume' will ensure candidate details are not visible during hiring manager search for candidates
Default value is YES

Track Applied Job Status

Candidate 'Job Stack' displays the current status of all applied jobs
Status reflects the actual job status and NOT candidate's application status

Answer Behavioral Questions

Hiring managers may post behavioral questions while submitting a job
If short-listed, candidates will receive a link to answer these questions
Candidates' response is available to hiring managers for review and decision-making

Select Interview Preferences

If selected for an interview, candidate will have the option to pick a preferred date/time
Interviews could also happen face-to-face or over the phone

Update Candidate Profile

Upon login, click on 'Update Resume' tab

Modify relevant data in the profile page and submit

Password entry is enforced to validate and confirm profile changes.

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Feedback

Do you need additional help or clarification ?

- Do write to us at : info@trail2hire.com

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Thank You!