



Webrecruit ATS
Feature Sheet

Preload Job Templates with Screening Questions

Job Templates are a fantastic way to make it even easier for Hiring Managers to raise Job Requisitions for you – simply select an appropriate template and the form will automatically be filled out.

To enhance the effectiveness of Job Templates, you can now have Screening Questions included within them. Preconfigured application forms will be automatically applied to your jobs when raised from templates, reducing or even completely removing the need for your users to manually add Screening Questions to each job.

Screening Questions

	1.		Right to Work Do you have the right to work in the UK?	< REMOVE FROM JOB TEMPLATE		
	2.		Driving License Do you currently hold a valid UK driving license?	< REMOVE FROM JOB TEMPLATE		
———— Page Break ————						
	3.		Cover Letter Please use the space below to provide a cover letter in partnership with your CV.	< REMOVE FROM JOB TEMPLATE		
———— Page Break ————						
	4.		Gender Please select your gender from the options below;	< REMOVE FROM JOB TEMPLATE		
	5.		Age Please select your age from the options below;	< REMOVE FROM JOB TEMPLATE		

To learn how this can be setup and configured, visit our User Guides [here](#) (specific guide will be available from 27th August 2024). If you would like to discuss how you can make the most of this new feature, feel free to reach out to support@webrecruit.co.uk.

Closing Date placeholder in incomplete application reminders

When sending reminder emails to candidates about their incomplete applications, you can now include a placeholder for the closing date of the job in question, ensuring the candidate knows the deadline and encouraging timely action.

Dear `[candidate_first_name]`

You recently started an application for the position of `[job_title]`. Our system indicates that your application is incomplete and therefore we may not be reviewing your details until it is completed.

You can complete your application by logging into your account at <https://app.webrecruit.co/> before the closing date of `[expiry_date]`

If you are no longer interested in applying for this vacancy, please let us know and we will withdraw your application.

Kind regards,

`[client_name]`

Improved help text

Throughout Webrecruit ATS, help text has been updated to improve clarity and ease of use, reduce errors and improve the overall user experience.