



# Helping Texas Small and Mid-Sized Businesses Find Talent

**Interested in participating in the University of Texas Talent Project? UT is piloting a systematic means of helping small and mid-sized enterprises to more efficiently and effectively recruit the talent they need from across the University of Texas System. The program is free of charge and available to all Texas small and mid-sized employers.**

## **Getting Started**

First thing's first: this is not your average job board, and for good reason! Our blind-match technology pre-screens candidates to find you the right fit, faster!

## **Select the type of position you are recruiting to fill.**

Choose full- and part-time, internship, or seasonal.

## **Add basic info about the position(s) next.**

Number of hours, days of the week, and compensation details come in here. You'll also add a brief position description, but no need to request resumes or cover letters.

## **Select the Job Titles that best describe the position you are looking to fill.**

Choose from our suggestions or search titles manually.

## **Help us understand your ideal candidate.**

We will ask you simple questions about your needs. Each job title has its own unique questions; Your responses are the key to your match destiny.

## **Select job board dissemination.**

Your posting will automatically broadcast to our network of thousands of free job boards and promote across the UT System campuses! In addition, you can elect to post your opportunity to premium sites.

## **Promote your posting.**

Your posting is live! Candidates will begin to apply for your position and we will notify you via email as new applicants are scored for you. Use our social media integration to continue to promote your position and drive greater candidate traffic.

## **Manage Your Matches**

1. We display your top 7 matches on your dashboard. Remove any you are not interested in!
2. See a candidate you like? Click Request to Connect to request a resume & contact info.
3. If candidates request to connect with you, accept if you're interested, or remove it!
4. Once connected, find a candidate's information and Interview Prep Report under Connections.
5. No matches? No problem! Our system continuously searches for new matches for you. We'll notify you by email any time there is a new match or direct applicant to review.
6. Not seeing candidate names? As a part of this pilot, the UT system is testing a new blind candidate evaluation method. That means that some candidate names will be shown as a number (ie. Candidate 5FD32). Even though you don't see their name, you can evaluate the candidate by alignment to your needs, education history, and work history. You will be able to contact them directly by email or phone once you move them to the "connected" phase.

**REGISTER NOW**