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# Greenhouse Pro Product Features



# Pro Tier: Features & Functionality

Orchestrate a robust all-company hiring process.

## HIGHLIGHTS OF THE PRO EDITION OF GREENHOUSE RECRUITING ARE:



Applicant Tracking



Core Reports



Structured Hiring



Workflows for Scale



Hiring Team Collaboration



Advanced Career Page Configuration



Multi-Channel Sourcing



Single Sign On



Candidate Experience



Power Reporting



Automated Task Management

## PLUS

- + Mobile App
- + Integration Ecosystem
- + Implementation and Support

See **ENTERPRISE** edition for:

- Advanced Data Configuration
- Enhanced Security
- Advanced Anonymization and Privacy
- Developer Toolkit
- Business Intelligence Connector

# Pro Product Features

The PRO edition includes:

## APPLICANT TRACKING

Gives you all the basic machinery that you get in a standard ATS, plus some, so that you can be efficient and focus on the most important parts of hiring:

- Application review
- Candidate management
- Interview scheduling via Google + iCal + Outlook
- Bulk editing for candidates
- Offer creation and management
- EEOC data management
- Robust database search
- Auto-merge duplicate profiles
- Candidate profile and activity feed

## STRUCTURED HIRING

Enables you to structure a consistent hiring process where everyone is informed of their role and the next step in the evaluation process:

- Interview planning
- Interview prep kits
- Candidate scorecards
- Customizable role workflows
- Anonymous take home tests

## HIRING TEAM COLLABORATION

Allows you to see candidate data in one place, bring your team together by tagging people and sending notifications, and maintain a high degree of control over user access and need-to-know data:

- Granular user permissions
- Private notes and fields
- Candidate packets
- @mentions in public notes, private notes, and scorecards

## AUTOMATED TASK MANAGEMENT

Takes the burden off of the recruiting team to remember and inform next steps, so that you know where to take action and things don't slip through the cracks:

- Task tracking
- Configurable alerts
- Notifications for candidate actions
- Dashboard aggregating tasks across roles

## MULTI-CHANNEL SOURCING

Gives you the tools to implement a custom, full-scale sourcing strategy for every role that you manage, all from one place:

- Sourcing strategy and channel planning
- Employee referral portal
- Agency portal
- Social media posting
- LinkedIn Cross-Site Awareness
- Job ad creation and distribution
- 3<sup>rd</sup>-party sourcing integrations
- Sourcing channel quality reports

## CANDIDATE EXPERIENCE

Empowers you to create relevant, purposeful, and attractive candidate experiences and measure the outcomes, so you have the levers necessary to build a stronger employer brand:

- Candidate experience survey
- Customizable careers sites
- Structured hiring
- Email templates & timed sends
- Custom job forms

## CORE REPORTS

Provides actionable insight into your pipeline health, conversion rates, and more, enabling you to easily diagnose what's happening throughout your hiring operations:

- Core report bundle
- Source quality dashboard
- Milestone reporting

# Pro Product Features Continued

The PRO edition includes:

## \* WORKFLOWS FOR SCALE

Powers your team to support a complex recruiting process, maintain control over privacy and data integrity, and continue to foster collaboration throughout the process:

- Approval workflows
- Granular job admin permissions and custom admin levels to protect processes and privacy
- Bulk job editing
- Tiered office and department data structure
- Interviewer tags
- Offer sections

## \* ADVANCED CAREER PAGE CONFIGURATIONS

Gives you total flexibility to create effective career page experiences for different candidates while keeping the integration mechanics simple on the backend:

- Multiple job posts per job
- Internal-only job board
- Multiple job boards (for multiple brands, etc.)
- Engineering support for fully API-driven careers page integration

## \* SINGLE SIGN ON

Enables your IT department to manage all login credentials in a single location, significantly increasing the ease of maintaining user permission requirements:

- Integration with all SAML2 providers including Okta, OneLogin, ADFS, etc.

## \* POWER REPORTING

Gives you robust reporting flexibility and the tools to efficiently get data in front of the people that need it most:

- Save your reports
- Schedule reports to be automatically emailed
- Configure report views
- Connect and integrate your Greenhouse report data with Google sheets

## MOBILE APP

This on-the-go companion allows you and your team to continue to perform all of your most critical activities while away from the desk:

- Application review
- Candidate profiles
- Interview scorecards
- Approvals
- Interview prep kits

## INTEGRATION ECOSYSTEM

The most innovative recruiting tools integrate with Greenhouse first, and our integrations with hundreds of apps facilitate streamlined hiring even if you're using a variety of tools:

- Integrated with hundreds of 3<sup>rd</sup> party apps and providers that support hiring
- Developer center

\* PRO only