

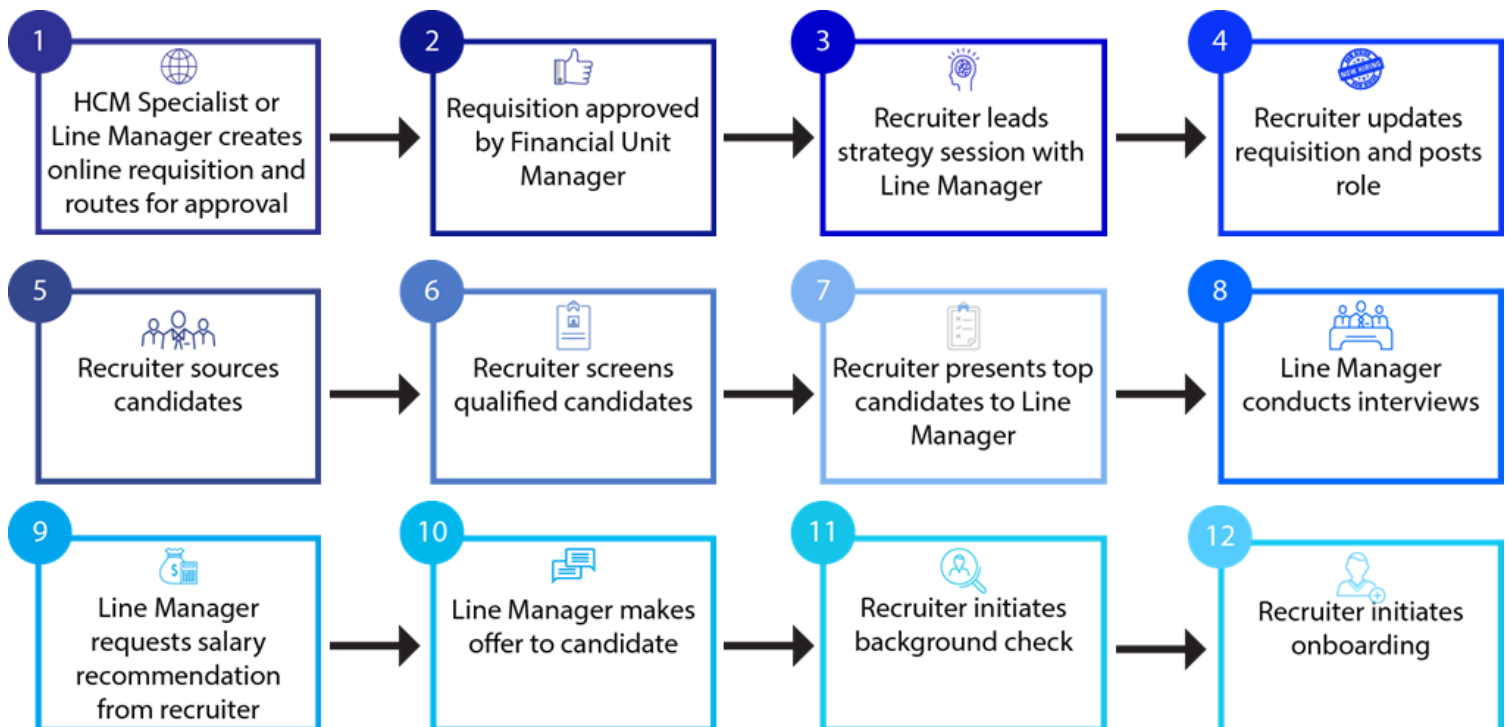
Info Sheet: Recruiting and Onboarding



What's changing?

- We are reimplementing **Taleo** with new features, including:
 - **Collaborator** feature allows other participants to access requisition
 - New Staff and VTS hires complete **onboarding** online prior to start date
- The **HCM Specialist** will be a key part of the hiring process by:
 - Working with Hiring Managers during the recruiting and onboarding process for Staff and VTS hires and converting those new hires to employees in Core HR; and
 - Entering faculty and student hires directly into Core HR.

Staff and VTS Recruiting Process Map



Resources

- Access training information at <https://www.vanderbilt.edu/skyvu/training-resources.php>.
- Questions? Email skyvu@Vanderbilt.edu

