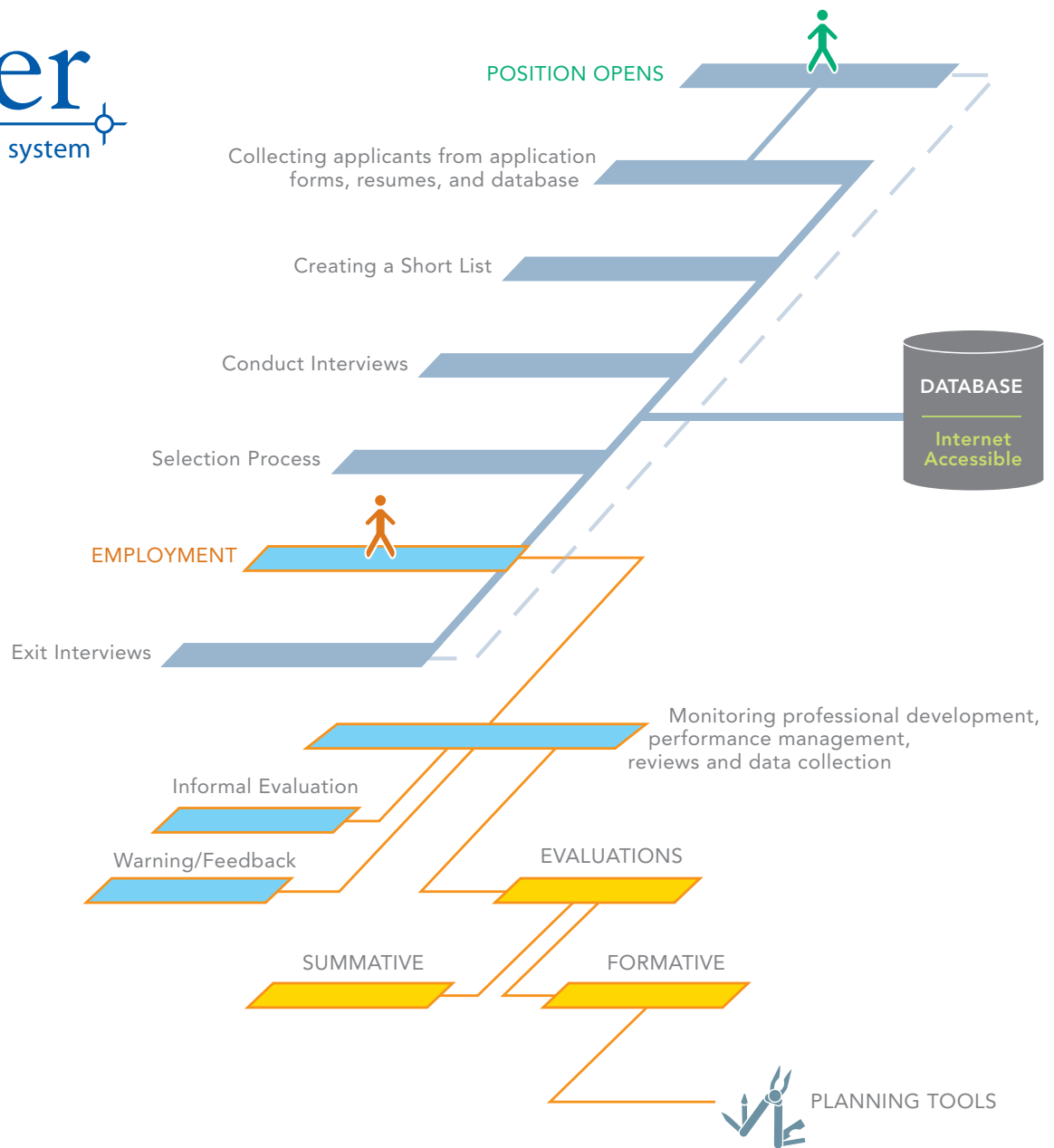


Staff Life Cycle Model



THE DOSSIER STAFF LIFE CYCLE

The Dossier Staff Life Cycle concept encompasses all stages of employment. Starting with a position opening in the organization, the application form is created on-line directly from the definition of the posting. Applicants can then fill in the application form on-line and upload their documentation (resume, cover letter, references, ...). Filtering and sorting based on application criteria, collaborative communication and ratings all add up to automating the process of creating the short list Interviews and reference check. By recording comments, specific answers, interviewer ratings, the organization obtains a historical record of what was promised by the interviewee, both objective and subjective information about the interview/reference checks and any other pieces of information the organization wants to collect.

In the middle of the cycle we have Dossier HR system to track Staff information, demographics, skills and any other information that is needed by the organization. The system allows for free form creation to be used as Staff Evaluation tools that is created to meet the specific organizational needs and format. This feature will also allow administrators to send polls or surveys to be completed by staff. Dossier Staff Life Cycle is designed to be flexible and meet many organization HR needs.

