


YOU CAN TEST OUR DEMO  
VERSION OF

**RECRUIT - ONLINE**

**ON SOP-AT.COM**

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# RECRUIT - ONLINE

SOFTWARE SOLUTION FOR UNIVERSITIES  
MANAGING RECRUITING PROCEDURES AND  
TENURE TRACKS

**SOP**



### PROPOSAL MANAGEMENT

Generate proposals in order to reoccupy/establish professorships directly in Recruit-Online. Define responsible persons, time schedules as well as necessary resources.

Attach additional documents (for example application forms). Furthermore, a status has been assigned to each application, which allows you at one click to overview applications concerning their status (examined/not examined, assigned).



### TENDERS AND APPLICATIONS

Manage national and international tenders regarding all kinds of professorships (W3, W2, etc.). Process the whole application process digitally through Recruit-Online.

Application processes as well as formal requirements have been tailored according to the specific professorship type and remuneration level.



### TENURE TRACK MANAGEMENT

Recruit-Online supports you with the different process and management steps within the Tenure Track procedure for all kinds of professorship types (assistant, junior, full professorship, etc.).

Whether we are talking about tenure evaluation, status assessment, fast tenure track-procedure or post-tenure performance monitoring – with Recruit-Online you can manage all processes in a clearly comprehensible manner within one system.



### RECRUITMENT PROCEDURE

Reproduce university specific processes within Recruit-Online and accomplish all necessary steps in the course of the recruitment procedure directly within the system.

Delegate tasks to the responsible positions and reduce the involved administrative and time effort. Process application procedures, resolutions, decisions of commissions, etc. directly within Recruit-Online.



### CONTACT MANAGEMENT

Recruit-Online makes efficient cooperation between different Colleges and Institutions, as for example the chair of the University, the Dean, the Professors, professional committees, Bureaus, Ministries, etc. possible.

Communicate with all involved parties, no matter if it is internally within the College or externally. Create letter templates and send them through the system with a (serial) e-mail. Have a continuous overview of all correspondence.



### ROLE MANAGEMENT

Thanks to a more transparent role management and a substantial possibility for personalisation of the user account, user profiles can be synchronised to the smallest detail with the assignable functions.

The software is entirely web based; therefore, the access is not limited to time frames or spaces for any authorised person (Dean, Professors, professional committees, etc.) according to the extent of the predefined configurations.



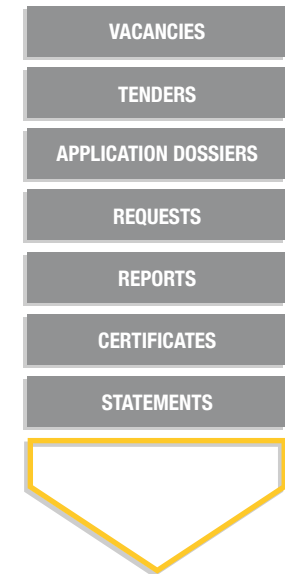
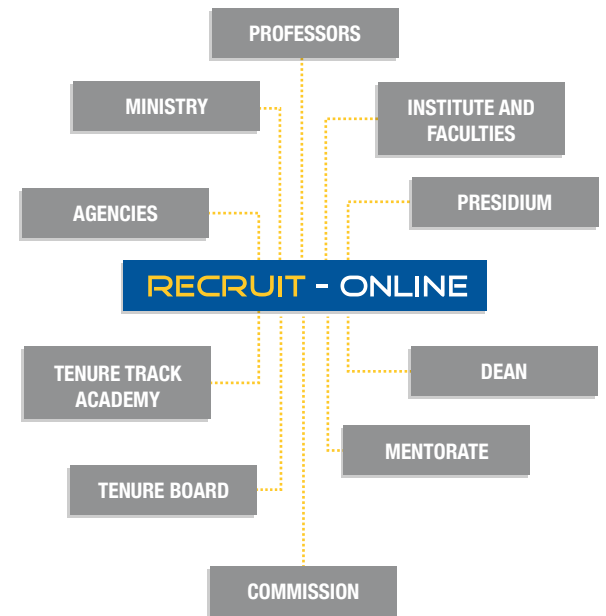
### STRATEGICAL PERSONNEL DEVELOPMENT

Recruit-Online enables a more efficient configuration of strategical personnel development and the support of young academics. Merchandise career perspectives at your university and win (international) high qualified personnel as well as promising talents.



### DOCUMENT MANAGEMENT

Manage all application dossiers, expert's reports, reports of committees, statements, etc. compactly within one system. Restrictions such as access rights and user authorisations guarantee confidentiality and data protection of all saved documents.



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