Welcome to the St. Louis Community College Online Applicant Tracking Tutorial

Introduction: Getting Started

Let’s Get Started!
https://jobs.stlcc.edu/hr
Online Applicant Tracking
For
St. Louis Community College

Click the mouse to go to the next slide or click on the box at the bottom of each page. To go back a slide click on the box.
General Introduction

Effective July 1, 2010, STLCC implemented its paperless hiring process. The paperless hiring process is referred to as Online Applicant Tracking (OAT). The online applicant tracking system is used to:

- post jobs
- review applications
- evaluate applicants

Benefits:

- streamline the hiring process
- increase communication with internal users and the applicants and
- serve as a tool to identify qualified candidates through the use of Supplemental Questions and Ranking Criteria for those to be interviewed

To assist with the transition, the OAT Tutorial was developed to serve as a resource when there is a need to fill a position. The OAT Tutorial will assist those involved in the hiring process to understand the necessary functions to have an effective hire.
There are specific subject links if you want to review a particular procedure within the hiring process or you can reference the user guide for more detailed information.

After you have perused/completed the Tutorial and have any questions, concerns and/or feedback, please contact a member of the HR Employment Team as listed below.

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