TALENT LINK

STATUS LIST FOR STAFF RECRUITMENT PROCESS

New:
When a candidate first applies to a position their status is automatically listed as new.

Search Committee Review:
Used for candidates who the search committee is interested in.

Search Committee unsuccessful:
When the first search committee review is conducted, and it is determined to not move forward with the candidate.

Interview Applicant Pool:
Used for Staff Search Process for candidates who the search committee is interested in; this allows review through the Compliance Panel, formerly known as Affirmative Action.

Interview Pool Declined:
Once the Compliance authorizing authority has reviewed the interview pool and determined a candidate doesn't meet the qualifications of the role.

Interview 1:
What the Department Admin or Central HR moves the candidate into when they have passed the Compliance Panel. Continue to use if scheduling an interview outside of the Talent Link online interview scheduler.

Interview I Event Booking:
Scheduling the candidate through the tool for an interview.

Interview I Unsuccessful:
After conducting an interview, it is determined to not move forward with Candidate at this stage in the process.

Interview I Event Accepted:
When the candidate has accepted the online interview request.

Interview I Event Declined:
When the candidate has declined the online interview request.
**Interview 2 statuses are the same as the Interview 1, but for the second round.

Offer Preparation:
When the Department Admin is filling out the offer card with the off er details to be approved.

Online Offer Made:
After the offer has been approved and the Department Admin wants to send the online offer to the selected candidate using the Talent Link system.

Offer Accepted:
After the selected candidate has accepted the offer.

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Offer Declined:
After the selected candidate has declined the offer.

2nd Offer Extended:
Used when there is a counteroffer situation.

Hired
This status indicates the selected candidate has accepted an offer and cleared the background check.

Offer Removed by HR:
Candidate's offer has been rescinded due to an event between completion of background check and hire date

Incomplete
An application was started but the applicant has not submitted it for review.

Withdrawn:
Candidate has determined that they want to be withdrawn from the recruitment process. This includes reasons around relocation or salary.

Ineligible:
This status is limited to HR use and applied to applicants with a previous relationship to UD that have deemed ineligible for hire / rehire.

Removed
This is used to remove an applicant / application from a requisition. This is limited to HR use only.