

Growhire + JobTarget: Getting Started Guide

Make the most of **Growhire's** JobTarget integration!

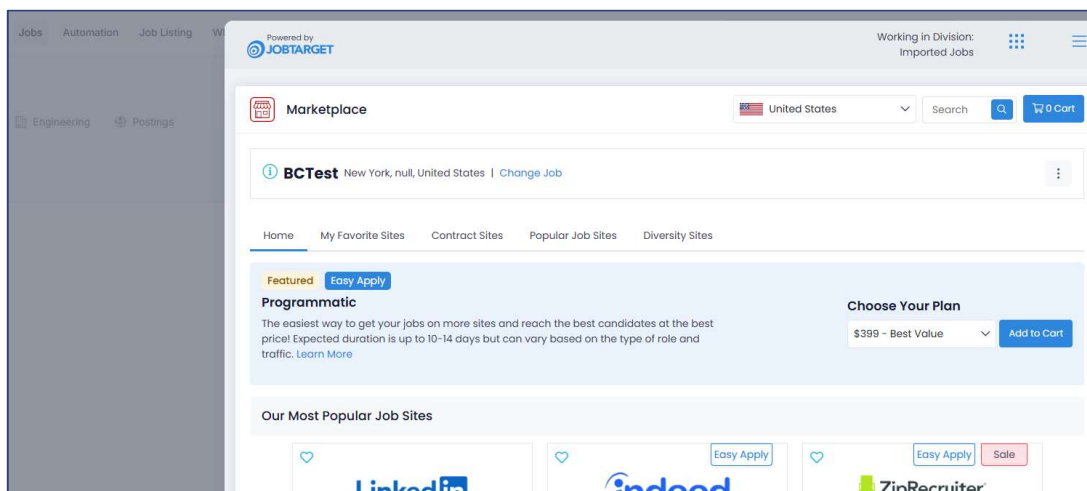
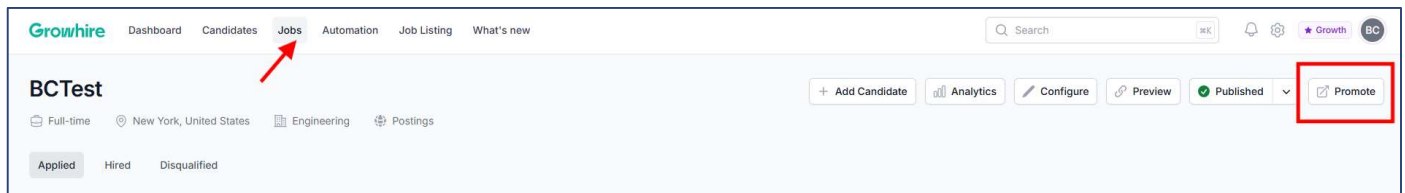
As a **Growhire** customer, you have access to a suite of tools to help you make the hires you need.

Use this guide to get up to speed with how your integration works and start posting jobs today!

Using JobTarget within Growhire: Initial Setup Steps

To begin using JobTarget to advertise your jobs from within the **Growhire** platform, please follow the steps below to complete the initial setup:

- 1. Navigate to the Jobs section of the Growhire:** Access the Growhire platform and go to the list of published jobs.
- 2. Activate JobTarget Integration:** Locate and click the 'Promote' box activate the integration within Growhire.



Advertise Your Job

Navigate to an active requisition within your ATS or create a new requisition that you'd like to advertise.

How it works

1. Open the requisition

- Locate and open your published jobs within the Jobs section of Growhire.

2. Access JobTarget

- Click the 'Promote' button in the top right corner.
- JobTarget will open from the right. Here, you can utilize the [Marketplace User Guide](#) for further assistance on advertising your job.

Explore our comprehensive [E-Book](#) to learn more about finding and attracting the best talent. Additionally, check out our resource, "[How to Choose the Right Job Sites for Your Open Role](#)". Don't miss out on our valuable [Resources](#) to help with your recruitment efforts.

Edit a Job Advertisement

Make changes to how your job advertisement is posted. Avoid stopping a job advertisement to edit the job; simply update the job requisition within your ATS.

How it works

1. Access the job within Growhire

- Make any changes within the specific job and save within your ATS.

2. Updates

- JobTarget will send the job advertisement changes to the job boards within 24-hours.

Stop Your Job Advertisement

There are a few different options for removing your job ad from the job boards you've posted it to.

How it works

- [Within Growhire](#)
 - Update the job's status to 'Archive', which will remove it from the job boards it is posted to.
- [Within JobTarget](#)
 - Access JobTarget via Growhire and stop the job ad(s) individually.

Available Features

- **Performance Tracking:** JobTarget monitors job seekers' clicks and completed applications once posted through the JobTarget platform.
 - This data can be conveniently accessed within the Reports App for a detailed breakdown of applicant source information.
- **Easy Apply:** Customers can use the Easy Apply feature offered through JobTarget.
 - With Easy Apply, basic information from the job application, such as resume, name, phone number, and email, will seamlessly integrate back based on the setup of the specific job requisition.
 - Any required screener questions for your jobs will also be parsed back.



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