

Whitecarrot.io + JobTarget: Getting Started Guide

Make the most of **Whitecarrot.io's** JobTarget integration!

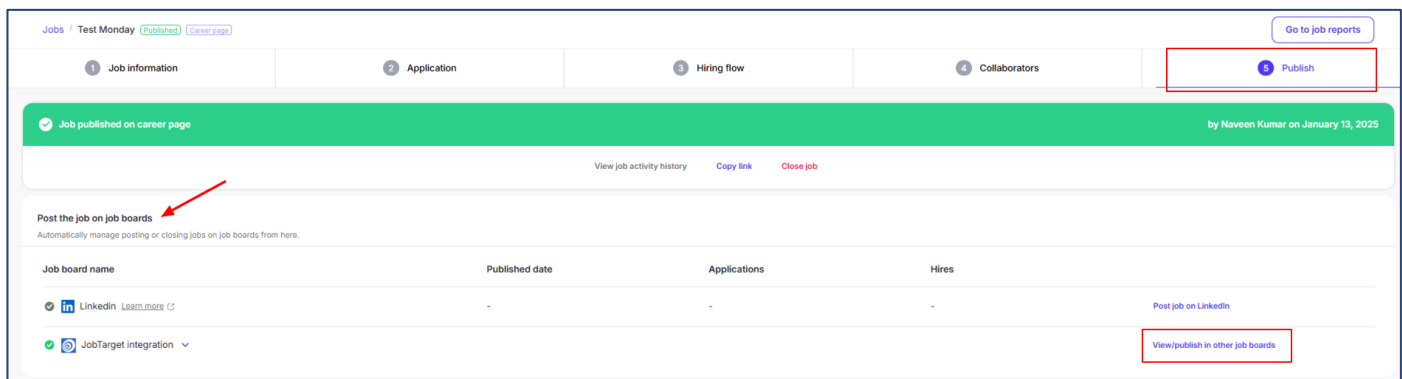
As a **Whitecarrot.io** customer, you have access to a suite of tools to help you make the hires you need.

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

Using JobTarget within Whitecarrot.io: Initial Setup Steps

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

- 1. Navigate to the Jobs section of the Whitecarrot.io platform:** This will take you to the list of Published Jobs. Click the "Edit job" button to bring you to the job details.
- 2. JobTarget Integration:** Click step 5 where it shows Publish. Locate the JobTarget section within the "Post the job on job boards" and click the "View/publish other job boards" to activate the integration within **Whitecarrot.io**.



Jobs / Test Monday Published Career page Go to job reports

1 Job information 2 Application 3 Hiring flow 4 Collaborators 5 Publish

Job published on career page by Naveen Kumar on January 13, 2025

View job activity history Copy link Close job

Post the job on job boards 

Automatically manage posting or closing jobs on job boards from here.

Job board name	Published date	Applications	Hires
 LinkedIn Learn more 	-	-	-
 JobTarget integration 			

[Post job on LinkedIn](#) [View/publish in other job boards](#)

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

- Go to the list of all published jobs within **Whitecarrot.io**, then Click the job to view the details.

2. Access JobTarget

- Locate the JobTarget section within the requisition by clicking the three vertical dots and selecting "Connect with job board." Then view the job within the JobTarget integration
- Here, you will see JobTarget and open utilize the [Marketplace User Guide](#) for further assistance.

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 requisition within Whitecarrot.io:

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

2. Updates

- Once saved reopen JobTarget to ensure updates are received.
- JobTarget will send the job advertisement changes to the job boards within 24-hours.

Stop Your Job Advertisement

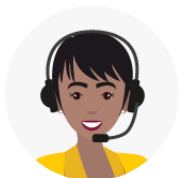
There are a few different options for removing your job ad from the job boards you've posted it to.

How it works

- [Within Whitecarrot.io](#)
 - Update the job's status to closed or delete within Whitecarrot.io, which will remove it from the job boards it is posted to.
- [Within JobTarget](#)
 - Access JobTarget via Whitecarrot.io and stop the job ad(s) individually if you are not looking to adjust a status in Whitecarrot.io.

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.
 - Whitecarrot.io offers source reporting capabilities, allowing you to track clicks, applications, and other relevant data to optimize your recruitment strategy.
- **Easy Apply:** Whitecarrot.io customers can take advantage of 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 parse back.



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