CIVICA

Trac Start Date Ready Module

Improve your applicant's onboarding experience with a seamless, paperless system to make their first day count

Our Start Date Ready Module ensures all new employees have an excellent onboarding experience by motivating, engaging and helping staff as they start their new career.

Find what you need fast

Coordinating everything an employee needs to be work ready can take hours of administration time. Integrating with our Trac Applicant Tracking System, it provides a seamless digital onboarding experience where straight away employees feel included in your organisation culture leading to increased retention.

Key benefits for employees

- Central point to submit information for a successful start
- Pre-population of e-forms from data already held in the system

 Secure submission and distribution of employee information with no more email attachments.

Key benefits for recruitment

- Improved level of oversight by tracking efficient collection of information
- Earlier connection with applicants and a more personalised journey with better communication, including congratulating their new role, supporting job information and first day preparation
- Workflows can be sent to multiple departments, enabling them to update the information for their area such as ID badges, uniforms, payroll
- Automated messages to applicants and managers, including reminder emails to complete paperwork
- Recruiting managers are prompted to specify which systems the applicant will need access to when they start.

Why choose Trac Start Date Ready?

- Bespoke starter paperwork
- Removes repetitive data entry and paper heavy business processes via pre-populated, configurable and mobile friendly e-forms
- Efficient, safe, secure collection and distribution of information
- End-to-end recruitment journey in the candidate account area
- Reduces time to hire for HR teams, managers and applicants
- Welcome recruits and ensure they have everything for their first day.

35,000

People starting their job using Trac in one month alone







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