Subject: HRD- technology tools to screen applicants

FY 2022 Proposed Budget
Budget Work Session Follow-up

4/13/2021

The following information is provided in response to a request made by Mr. Dorsey at the work session on 3/25/2021, regarding the following question:

When it comes to acquiring talent, how much do you rely on technology tools to screen applicants? How much do we use them?

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Human Resources has the ability to search applications on key words. While data cannot be gathered on how often the analysts use it, anecdotally, they report rarely using that function because it could result in unintentionally screening out qualified candidates.

Instead, an assessment tool designed to measure multiple competencies beyond what is often on a resume or job application is used when appropriate. This tool is effective to evaluate a large number of candidates for entry-level professional and customer service-oriented jobs. This assessment is shown to significantly predict future job performance in these targeted positions. Because it is used at the very beginning of the selection process, its use also results in a more diverse final candidate pool by helping mitigate the risk of unconscious bias that may occur with other traditional application screening practices. To date, over 1,980 applicants have taken the assessment to fill approximately 30 different positions.