

# CTHires Fact Sheet for Employers



## What is CTHires?

CTHires (Connecticut Helping Individuals and Employers Reach Employment Success) is the Connecticut Department of Labor's new comprehensive workforce development system designed to provide integrated services via the Internet to employers, individuals, training providers, workforce staff, and partners within the *American Job Center*. **CTHires can be accessed at [www.CTHires.com](http://www.CTHires.com)**

## What CTHires services are available for Employers?

CTHires offers employer job listings, advanced résumé search tools, automated correspondence and applicant tracking at no cost. The functionality within the system is superior to any modern, private job board. This ensures that CTHires is a true focused recruiting tool for employers to find qualified candidates, rather than simply being a referral system.

## How can CTHires help Employers find top talent?

CTHires has an array of search, screening and ranking tools to help employers identify candidates that meet their exact needs. The Candidate Search component allows employers to search résumés entered directly in the system by individuals. This provides an intelligent, yet easy-to-use mechanism to quickly find suitable talent.

## Does CTHires allow employers to conduct focused résumé searches?

Yes. CTHires combines simple and basic search options with more advanced candidate matching features that allow employers the flexibility of performing a true "targeted" talent search. The system displays candidate résumés with a ranking mechanism to allow employers to easily select those applicants that are most qualified. The Virtual Recruiter component of CTHires enables employers to save a résumé search and run it periodically to identify new talent that fits their search criteria. Results are sent to the employer's internal message box, email address or as a text message to a mobile device.

## Does CTHires provide employers with a cost free means of posting job orders?

Yes. CTHires provides employers with the ability to quickly post and manage their own job orders. Employers can also utilize job posting templates that provide standard job descriptions and skills by occupation. In addition, employers can access labor market information to ensure that the jobs they post offer competitive salaries and benefits.

## Will Employers that previously utilized CT.Jobs be required to establish a new registration in CTHires?

Now that the agency has transitioned its job bank services from CT.Jobs to CTHires, employers will no longer access [www.CT.jobs](http://www.CT.jobs) to register, post job openings or search for qualified candidates. These functions will be performed in CTHires. Employers choosing to take advantage of these services must create a new registration in CTHires. Once registered, employers will receive notification when their access to the system has been granted by Connecticut Department of Labor staff.