SilkRoad Recruiting
What's New
2021.5 | November 2021

What's New video

Rather view a video? Click this icon:

Recruiting: Select Source option selected by default

The Select Source option (Administration>Settings>Candidate Upload Field Controls) is selected (checked) by default.

This ensures that the Select Source field is required when uploading a candidate into the system:

Recruiting: Increased size of Number of Positions field on Requisitions page

The Number of Positions field on the Requisitions page is now a max of 9,999.

Recruiting: Adding custom fields as merge fields to offer and rejection letters

You can now add any custom field as a merge field to offer and rejection letters. All available custom fields are listed on the Offer & Rejection Letters page in SilkRoad Recruiting:

Custom Merge Field Legend:	Standard Merge Fields
Custom Merge Field Label	**Custom Merge Field Code**
Agency Fees	AgencyFees
Background Check Fees	BackgroundCkFees
Collect EEO for this job?	dspeeoform
Exemption Status	worldco_exempstatus
Job Grade	worldco_jobgrade
No. Of Stock Options	StockOptions
Posting Costs	PostingCosts
Relocation Expense	RelocationExpense
Sign-On Bonus	SignOnBonus

You can also view a list of the standard merge fields by clicking the *Standard Merge Fields* link.

Recruiting: Candidate keyword/Boolean string search results are highlighted

When you perform a keyword or Boolean string search (Candidates>Advanced Search), the search results are now highlighted in the Resume/CV tab of the candidate's candidate profile:

Recruiting: Original Posting Date field

When you view an existing job, you will notice a new field, *Original Posting Date*:

Job Location Code:	San Francisco (0000000031)
Job Location:	San Diego, California, United States
Additional Locations	
Job Type:	Full-Time/Regular
Posted Date:	10/27/2021
Original Posting Date:	9/28/2021
Required Experience:	• 5 years of related business experience, Bachelors Degree in a technical/business field required • Masters degree in Business a plus but not required • Operations and/or customer interface experience preferred.

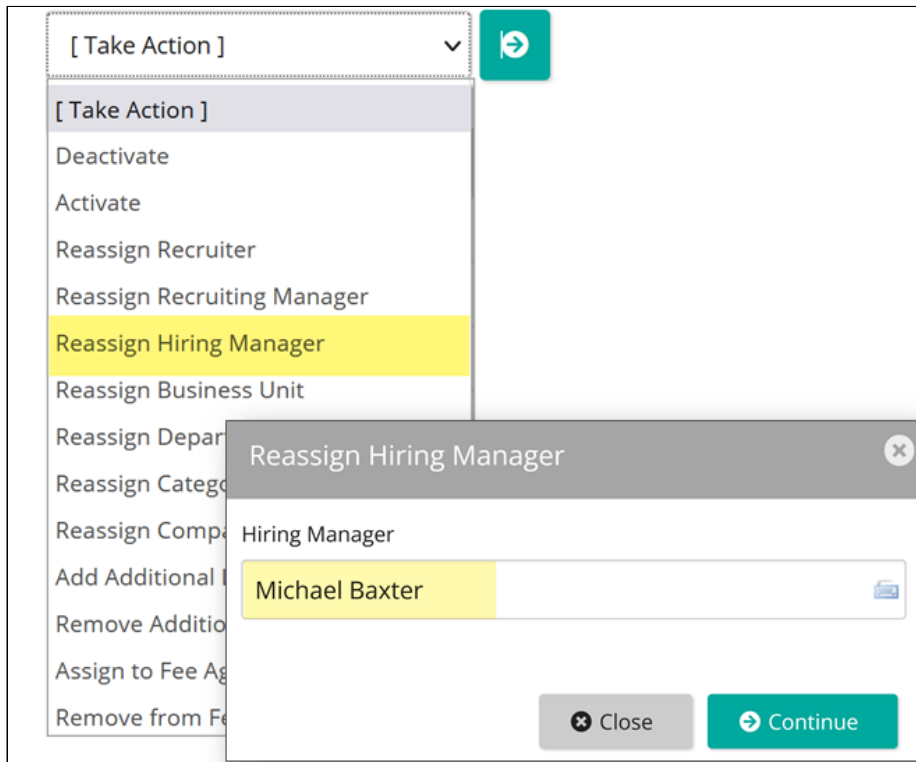This field is the date the job is first posted to an external or internal career site. Some other key points:

• If a job is *initially* put on hold, this field is not populated until the job is off hold.

- This field is view-only (not editable).
- This field is used on the Time to Fill Report to ensure accuracy.
- This field is not currently used with Report Builder or sent to job boards.

Note: For jobs created prior to 2021.5, Original Posting Date field is populated with the date the job was created in the system.

Recruiting: Reassigning hiring managers in bulk

You can now reassign hiring managers in bulk. On the Jobs page, select one or more jobs, select **Reassign Hiring Manager** from the Take Action drop-down and click ⊡.

Tip: After you complete that action, you can immediately perform any of the other available bulk-actions on those same jobs.

More info

- Click here for full release notes.
- Click here for information about early adopter process, supported languages and browsers, and more.

Technical support

For technical assistance for any of our solutions, contact our support staff at:

- **International Toll Free**: Access numbers via SilkRoad Engagement Center
- **SilkRoad Engagement Center:** https://engagementcenter.silkroad.com
  No access? Email support@silkroad.com for access.
- **Email:** support@silkroad.com