

Bellevue Public Schools Discover Novus HR Technology to Automate Hiring Processes

Bellevue Public Schools in Bellevue, Washington, believes they are in “an excellent position to become a national leader in the pursuit of universal college education for all students,” according to their mission statement.

“We can now say with confidence that our record in making a rigorous and challenging curriculum the common curriculum for all students places us among the top one percent of school districts in the nation. As we receive feedback from our outside experts, we will continue to make adjustments until all our students are receiving an education that will prepare them for whatever future they choose”, said Nancy Larson, the Manager of Facilities, Maintenance and Information Technology.

Bellevue’s continuous quality improvement has uncovered a number of opportunities to help them achieve their goals. Among those opportunities is finding the right technology solutions to meet the needs of the district, the 2,500 member staff, and the students they serve.

The Challenge

For the last decade Bellevue Public Schools has had a hiring process that worked and met their needs. However, it was largely a paper-based system, labor intensive, and a bit antiquated in that it required applicants to come to a district office to turn in a completed paper application.

The paper application was then scanned using a resume program, attached to a job form, and then printed and distributed to hiring staff for the initial applicant screening. This was no small task considering Bellevue hires approximately 700 new recruits each year and manages as many as 7,000 annual applicants.

“We recognized in today’s world people are using technology to find and apply for jobs,” she said. “The need for us to be competitive and rely on the right solution to automate our processes became critical.”

Performing due diligence, Bellevue Public Schools considered and evaluated a number of solutions. They chose Novusolutions’ applicant tracking product, NovusHR.

“We had a process that worked and an efficient workflow,” said Larson. “We wanted our application and workflow duplicated, and we wanted to be able to host our own solution on our robust computer system.”

“NovusHR gave us the best solution for our needs at the best value,” said Larson. “

The Solution

Novusolutions was founded in 2000 on the belief that web-based software solutions offer a unique opportunity for government organizations and educational institutions to automate tedious and time consuming business workflows such as hiring. Automating these processes saves customers time and money, increases productivity, and streamlines the business processes. All of these benefits add up to a strong return on investment and a short payback period.

“We would never return to our old ways,” said Marie Telecky, Bellevue’s Employment and Staffing Manager. “We are happy to be in the online world. I love that when a job posting is requested we can turn it around and have it online the same day. That was one of the bottlenecks in our old process. The applicants are viewable to our managers within moments without the need for emailed files to be sent back and forth over multiple days.”

Telecky knows for sure the new system is saving her staff time and money.

“Each spring we used to have stacks of paper applications to scan that would require us to hire extra help to come in and assist us,” she explained. “Now with the new system, our main application manager went on vacation for two weeks and when she returned there were no stacks of work waiting for her. In the old system, it would take her at least two or more days to get caught up after a vacation.”

The prominent features in NovusHR include web based access to all information, support for complex workflows, customization to the clients’ brand identity, hiring manager checklists, and it even sends e-mail alerts to remind people of what needs to be done and the status of the job cycle.

“There are so many features and benefits we lived without for so long we are so appreciative of this solution,” said Larson. Telecky added, “There is still a lot of functionality we have yet to explore.”

The Results

“A new implementation is always difficult as is change,” said Larson. “But with NovusHR, we are saving a lot of people time and automating what was a labor intensive process. Novusolutions has been very responsive and technical support has been exceptional. They certainly have the right product for the educational market.”

As for Bellevue, Larson said, “we will continue to evolve as technology changes in order to maximize staff time and recognize the needs of our district as it grows

to best serve the needs of our staff and students.”