

Limit Applicants

Control the number of applicants that apply to a requisition with the myStaffingPro® Limit Applicants Module.

Features

- ▼ **Define the applicant limits by requisition** – Utilize the requisition specific interface to configure applicant limits by requisition. Users can select which requisitions they want to apply an applicant limit to, and define the limit's parameters.
- ▼ **Setup the Applicant Limit Parameters** – Define your applicant limit process with these features:
 - **Select the action** – Choose which action you would like the system to take when the requisition limit is reached. Select from the options: take no action, move the requisition to the “On Hold” status, or denote maximum applicant limit reached.
 - **Set the Applicant Limit** – Determine the number of applicants who can apply prior to any action being taken.
 - **Determine which applicants to count** – Select which applicants count toward your applicant limit by defining which statuses to count.
 - **Receive Email Notifications** – Enter your email address to receive a notification when the applicant limit has been reached.
- ▼ **Create a Default Limit** – If desired, a default applicant limit can be defined and automatically assigned to all requisitions.

Limit Applicants

Perform the following action when the Applicant Limit is reached:

No action

Move the Requisition to an "On Hold" status

Maximum applicant limit reached

Applicant Limit: Limit number of applicants with selected statuses to: 0

Applicant Statuses to Count: Count only the applicants with the following statuses:

Available Statuses:

- AI - Incomplete
- AI - Not Qualified
- AI - Qualified
- Hired
- Hired - Onboarding Complete
- Hired - Onboarding Incomplete
- HR - Forwarded for Review
- HR - Interview
- HR - Not Selected
- HR - Position Cancelled

Selected Statuses:

Send an email notification when Applicant Limit is reached:

Email: jstalar@servicevacancy.com

Save Cancel

Setup Limit Applicants

Perform the following action when the Applicant Limit is reached:

Move the Requisition to an "On Hold" status

Maximum applicant limit reached

Applicant Limit: Limit number of applicants with selected statuses to: 100

Applicant Statuses to Count: Count only the applicants with the following statuses: AI - Qualified

Send email when Applicant Limit is reached?

Yes, include email address here: jstalar@servicevacancy.com

View Limit Applicant Parameters

Status	Current Applicant Count
Called/Online - Completed Application	3
Total	3

Applicant Count

Please contact your Sales Representative for additional functionality and pricing information.