

# MAUS HR Profiler

## Easy Recruitment, Coaching & Training



*"My managing director and I were amazed at how accurate your reports were. They were spot on, with our preferred candidate obtaining the highest match between competencies and job requirements."*

Danielle McJannett,  
HR Manager  
Lundbeck Australia Pty Ltd.

Hiring the right staff can be the difference between the failure and success of your business. Unfortunately many employers learn this the hard way when poor decisions lead to disastrous repercussions. If you employ a candidate that fails to achieve the results you hoped for, not only will it cost you money, it will place unnecessary burden on both yourself and your other employees that will end up 'carrying' the under-performing candidate.

Even with your existing staff, coaching and allocating your resources in the most profitable and productive manner is often just as difficult as selecting the right person to begin with.

MAUS HR Profiler is designed to help you streamline the recruitment process, capitalise on the skills possessed by existing staff and take away the hassle of identifying the right person for the right job.

Through a revolutionary profiling test, this innovative new software will compare the skills and abilities of your candidates/employees against the requirements of the position and your business in general.

MAUS HR Profiler allows you to create a profiling test to meet the requirements of any position in your organisation. Once the test has been completed, a report is automatically generated by the software outlining the candidates 'match' with the job, leadership potential, culture and their individual work needs and motives.

You can even measure a persons Mathematical and English (General Reasoning) abilities. The test is stored within the software so that the individual can be 'matched' against a number of different positions.

With MAUS HR Profiler, you can recruit the best available resources to your business while coaching existing staff to a higher level of performance.

### At a click of a button, MAUS HR Profiler provides you with:

- Job profiles customised to your business;
- Expert recruitment and coaching advice;
- Proven testing procedures designed by leading organisational psychologists;
- Reference checking questions to support the recruitment process;
- Detailed reports outlining the candidate's suitability to the position.

### Key Benefits:

- Streamlines the recruitment process
- Increases the likelihood of selecting the best candidate for the job
- Identifies potential for management
- Recognises potential weaknesses in current employees
- Evaluates English skills and mathematical ability
- Increases productivity through better allocation of your staff



# Faster, easier & more accurate staff decisions!

## **Job Profile:**

Create a profile that meets the requirements of your business.

## **Competencies:**

Select which competencies apply to the profile that you are creating.

## **Creating the Profile:**

Use the easy menu interface to select the type of employee you require for the role.

## **Candidate Test:**

Have the candidate sit the test and enjoy instant access to their results!

## **Candidate report:**

HR profiler provides you with a concise report on the candidate's suitability to the position.

## **Who Should Use MAUS HR Profiler?**

If you are in a supervisory or management position and are looking to recruit or increase productivity and morale from your existing staff, MAUS HR Profiler is the ideal solution. This value-for-money software package will dramatically reduce the frustration, cost and time involved in recruitment while providing valuable assistance with in-house training and development.

This software is used by thousands of business owners and managers such as:

Managing Directors	Team Leaders
Senior Managers	Divisional Managers
Human Resource Managers	Supervisors
Recruitment Managers	Operations Managers

## **Five Key Reasons why you should use MAUS HR Profiler**

1. Save 50-90% of the time you currently invest in recruitment
2. Dramatically reduce your induction, training and retraining costs
3. Increase staff morale and productivity by ensuring the right 'people mix'
4. Understand how best to motivate and manage your employees
5. Use as an in-house training and development guide

MAUS HR Profiler also provides valuable information relating to your candidates:

- Vocabulary skills;
- Numerical skills;
- General reasoning ability;
- 'Closeness of fit' to your specified job;
- Potential for people management;
- Motivational drivers.

## **Other MAUS products for use with MAUS HR Profiler**

**MAUS Performance Review** is the ultimate performance appraisal tool. This easy to use software application allows you to easily monitor and record the performance of your staff. The program saves time in the review process and protects you from unfair dismissal.

**MAUS Policies Manual** is designed to help companies develop a complete operations handbook incorporating procedures, workflow documents and business forms into one comprehensive reference manual. Includes 80 samples policies ready to use for your business.

**MAUS Job Description** contains over 3,800 built-in job descriptions that can be customised to suit your requirements. Create your own library of descriptions that can be used again and again. Use the hiring module to create instant employment ads and interview questions direct from your description.

## **Summary of Features**

Employee profiling test, customised 'Jobmatch' report, job profiles, interview questions, people management scale, vocabulary and numerical skills test, general reasoning ability analysis, detailed performance competencies,

## **The step by step process >>**

1. Set your job requirements by following the easy to use format.
2. Your applicant sits the Profiler Questionnaire.
3. You automatically receive a customised 'job match' Report providing valuable information regarding our candidate.
4. Store the results to allow for comparison with other positions and other candidates.

Published by MAUS Business Systems - [www.maus.com.au](http://www.maus.com.au)

Corprat Pty Ltd T/A MAUS Business Systems ABN: 55 084 644 208. Minimum System requirements - a Pentium PC or higher machine 256Mb + RAM. MAUS software compatible with Windows XP and Vista. A hard disk with least 100mb of free space is required.

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