

Automate Your Hiring Process

CBIZ Hiring & Onboarding provides employers with a dynamic cloud-based tool designed to expedite and automate new hire processes, from posting a job to filing new hire information, through one central login with our web-based payroll platform.



Customize Your Hiring Process

Manage every aspect of your hiring and onboarding practices, from your hiring team and workflows to job requisitions and email templates, to meet your needs.



Create a Job Post in 60 Seconds

Auto-post unlimited job postings to top job boards and social media sites, including Indeed, Glassdoor, Juju, LinkedIn, X, and Facebook at no extra cost. Enjoy flexible and configurable applicant options with multiple ways to apply, such as using your own custom careers page and text-to-apply.



Discover Top Candidates

Easily identify leading candidates, automatically screen for Work Opportunity Tax Credit (WOTC), which provides up to \$9,600 in tax credits for hiring eligible individuals, and much more.



Ask Optional Pre-Interview Questions

Create unlimited pre-screening questions to include in your job interview process. Options include written, multiple choice, audio, and video responses.



Electronically Onboard New Hires

Conduct background checks, send electronic offer letters, and complete federally required employment verification at no additional cost with E-Verify. Convert your existing forms into digital format so new hires can electronically complete I-9 and W-4 forms, along with custom documents, to expedite the onboarding process.



Hire in Less Time, with Less Cost

Stay compliant while saving thousands of dollars and countless hours by automating your hiring and onboarding processes. Plus, benefit from seamlessly integrating new hire data into CBIZ's web-based payroll system.

To find out more, [connect with a member of our team](#).