

BULLHORN® TRAINING SERVICES

In-Depth Searching

Overview

Bullhorn Training Services are designed for users to quickly become proficient in Bullhorn, thus increasing placements and job orders, and maximizing your investment. Training sessions are offered via blended learning solutions, by combining classroom-based courses, phone-based courses and self-paced training.

The Bullhorn In-Depth Searching course provides individuals who regularly perform searches in the application a deeper understanding of the search options as well as how to fully utilize the search results.

Who Should Attend

This course is designed for Bullhorn Users who are actively using the system to search candidates, clients and jobs.

Course Objectives

By the end of this course participants will be able to:

- Understand the differences between the different methods of searching
- Understand how to conduct searches in Bullhorn's Integrated Resume Search
- Create effective searches on clients, companies and jobs
- Create a detailed Boolean search for candidates
- Utilize the searches to create queries, tearsheets and mass mailings

Pre-Requisites

Participants must complete the Bullhorn Fundamentals and the Bullhorn Advanced Training courses prior to attending this course.

Course Formats

A Bullhorn Trainer conducts the course via conference line and a web session, whereby attendees can see the Trainer's screen. This course is 90 minutes.

This is conducted as a private training for a class size of no more than 15 people.

For Additional Information

Please send an email to professionalservices@bullhorn.com