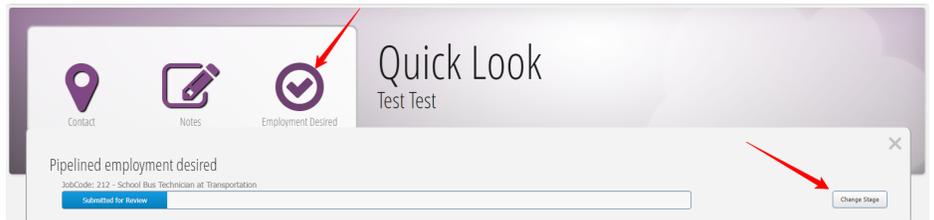


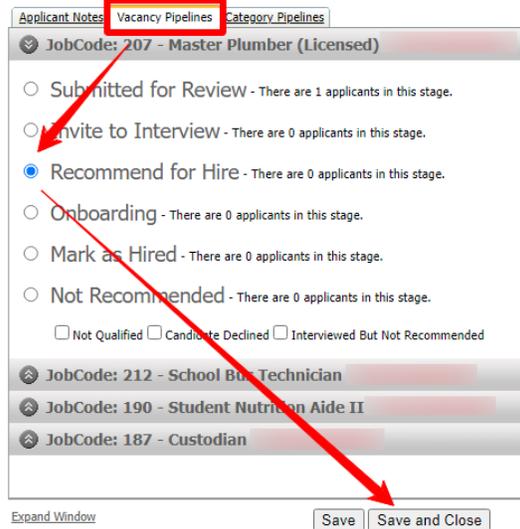
# Frontline Recruiting and Hiring

## Recommend for Hire

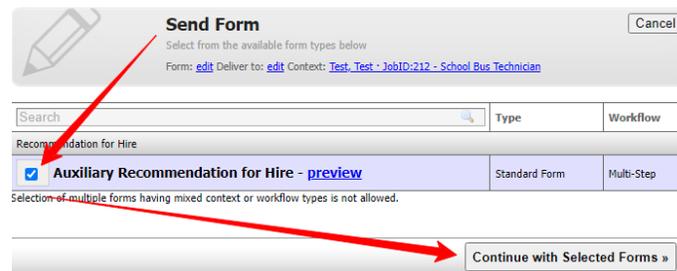
From the candidate's application Quick Look screen:  
Click "Employment Desired".  
Next to the appropriate job opening, click "Change Stage".



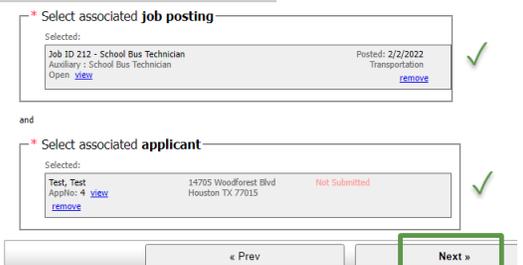
Select the "Vacancy Pipelines" tab.  
Select "Recommend for Hire".  
Click "Save and Close".



Check the box next to the "Recommendation for Hire" form.  
Click "Continue with Selected Forms".



Verify the correct job posting and the correct candidate are selected.  
Click "Next".



Complete all required fields.  
Click "Submit Form".

**Auxiliary Recommendation for Hire**

Organization: Galena Park Independent School ... Applicant: Test Test  
Assigned To: [Redacted] Job ID: 212 - School Bus Technician at ...  
[Show History](#)

Galena Park ISD  
Recommendation for Hire Form

Name of Person Completing Form: [Text Field]

**Position Information**

Organization: [Text Field]

Start Date: [Text Field]

PCN (from ERP): [Text Field]

Name of Previous Employee in this Position: [Text Field]

Position Job Title: School Bus Technician

Reports To: [Text Field]

**Additional Details**

Stipends: [Text Field]

Save as Draft Submit Form