

**From:** Rock, Erin  
**Sent:** Tuesday, December 20, 2016 9:17 AM  
**Subject:** Almost Go Time! - Next Generation People First

Greetings fellow Chiefs,

As many of you know, for more than three years, our People First team has been working with your individual departmental Human Resource (HR) staff to develop the next generation job site, hiring center and performance management website for the State of Florida. Today we are less than a month away from **the website's launch on January 7, 2017**. Our team has been working diligently on website configuration and testing, and has been doing extensive training with all state agencies to make sure HR staff and managers are prepared for the unveiling. As leaders within your organizations I wanted to draw your attention to a few notable changes that you will likely hear about from your teams.

Highlights:

- The new job site will contain custom, agency-branded pages to assist in recruitment.
- Job seekers will experience improved search capability and streamlined career categories for ease of use.
- A new feature will allow job candidates to populate much of their application from an existing resume, thus saving time.
- Agency recruiters and hiring managers will have a straightforward requisition template streamlining the job creation/advertising process.
- A new personal qualifying questions library and advanced job candidate grouping grid will improve recruiting efforts among hiring managers.
- New performance plan functionality will assist managers by auto-populating expectations from the previous rating period.
- HR staff will have more administrator tools increasing their ability to perform functions without requiring use of the Service Center.

With all of these improvements comes changes in system functionality, workflows and navigation. Users will experience a different look and feel across the site and managers should build in time for their teams to adjust to this new and improved resource. Some notable changes are below.

- The State of Florida Employment Application will be eliminated and replaced by a job seeker profile and resume-focused application process.
- For applicants, the job duties and knowledge, skills and abilities fields on the job site appear to be small, but the fields are not character limited.
- No job candidate information from the previous recruiting system will be migrating to the new recruiting system. An extensive communications campaign has been underway to notify current job candidates. Candidates have been encouraged to save any information they believe is necessary to maintain. Notices have been posted on the current website.

We can't thank your individual agency HR staff enough for the continuous feedback throughout the many statewide meetings, user acceptance testing and training that has occurred over the last three years. We have worked hard to address any issues or concerns they may have and as always, our team is willing to provide additional information or training as needed.

Please don't hesitate to reach out to me with any questions.

Thanks,

**Erin Rock**  
*Chief of Staff*  
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