

# Connect JazzHR with LinkedIn Recruiter

Link your accounts in a few simple steps.



Easy setup for Super Admins\*



Connect at no additional cost



RSC is secure and GDPR compliant\*\*



Save time now that you're connected

\* Important: You must be a <u>Super Admin in JazzHR</u> and an <u>Admin in LinkedIn</u> <u>Recruiter</u> in order to connect this integration.

\*\* To learn more about privacy, security, and GDPR compliance, download Security and Privacy Overview: LinkedIn Talent Integrations.

# Introducing Recruiter System Connect

LinkedIn Recruiter System Connect (RSC) integrates LinkedIn Recruiter with your JazzHR account to make your hiring process even simpler. By turning on RSC, you're authorizing the sharing of some candidate, job, and application data across Recruiter and your ATS. It enables you to get up-to-date candidate information, boost collaboration, and access more applicant data in Recruiter. See how to connect your two accounts on the next few pages.

**Please note:** Recruiter System Connect is only compatible with LinkedIn Recruiter Corporate or LinkedIn Professional Services.





#### JazzHR

# in

## **Request an Integration**

### **Recruiter System Connect (RSC)**

Request to activate company and contract level access to Recruiter System Connect (e.g., export LinkedIn profiles to your ATS, view ATS candidates info directly in Recruiter, view InMails and/or Notes history). Learn more

Request

**Operation** Partner ready

Head into JazzHR to begin setting up the integration. Here's how:

- Click "Settings"
- Click "Integrations"
- Scroll to the LinkedIn section
- Click "Connect"
- Click "Request" from the next module

Once you've successfully connected in JazzHR, you'll see

"Partner ready".



#### LinkedIn Recruiter

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 Next, sign in to LinkedIn Recruiter (if you haven't already) to complete the setup. In Recruiter:

- Click "MORE" (found at the top of the homepage)
- Click "Admin Settings"
- Click "ATS"
- Scroll to the JazzHR section

From here, choose to connect either Company Level access, Contract Level access, or both. For details on what each of these access levels means, click the **"Learn More"** link in LinkedIn Recruiter.

Note: Admins must enable Contract Level access from their specific dashboard (if you have multiple LinkedIn Recruiter dashboards).

#### LinkedIn Recruiter



 The status under the ATS tab in Recruiter Admin settings will show as Activated when either Contract Level access, Company Level access, or both toggles are enabled. Here's how each option appears when successfully activated. Once you've connected one or more of these access levels in LinkedIn Recruiter, your accounts will be successfully linked.



### JazzHR



Now that RSC has been enabled by your JazzHR account, connect your personal seat:

- Click your **initials** in the upper right-hand corner
- Click "My Profile"
- Scroll down to Personal Integrations and click
  "CONNECT"
- You will then be prompted to enter your LinkedIn Recruiter Email\*

Your visibility level on a candidate's profile will be relative to the access level permitted in LinkedIn. **Learn more** about LinkedIn Recruiter access levels.

\* This is the email that you use to log in to your LinkedIn Recruiter account.

*Important:* You must be a LinkedIn seatholder to access LinkedIn within JazzHR. Contact your LinkedIn Recruiter administrator to gain a seat with your account.

# With LinkedIn Recruiter and JazzHR working together:



In Recruiter, view the status of past applicants or candidates who are already in JazzHR



Export candidates to JazzHR from Recruiter with one click

- Connect InMail messages and notes to JazzHR



View Recruiter profiles in JazzHR

For more information on how to use LinkedIn Recruiter System Connect, contact your LinkedIn representative.



