## Mapping your hiring process template

<table>
<thead>
<tr>
<th></th>
<th>Job Creation Stage</th>
<th>Review Stage</th>
<th>Interview Stage</th>
<th>Final Stage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hiring manager</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HR department</strong></td>
<td>Post job</td>
<td></td>
<td></td>
<td>Choose candidate</td>
</tr>
<tr>
<td><strong>Applicant</strong></td>
<td>Decide to apply</td>
<td></td>
<td></td>
<td>Job</td>
</tr>
</tbody>
</table>

### Moments when the applicant might be left waiting for long periods of time:
- [ ]
- [ ]
- [ ]
- [ ]

### Moments when the applicant might need to take additional action:
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]