



NEW WESTMINSTER

January 31, 2020

ENQUIRIES AND RESPONSES #2
NWRFP-20-02
HR Applicant Tracking System
New Westminster, BC

ANSWERS TO SUBMITTED QUESTIONS

- Q1 Please confirm what is meant by “nameless applications”.
- A1 Diversity and inclusion are critical aspects within the hiring process. We are looking for a system whereby when the applicant inputs their name and information into the database, it assigns a number or code so that when the hiring manager or HR is reviewing the application, they cannot see the name of the applicant. Names can identify someone’s gender or cultural background and by not being able to identify someone by their name or gender, it decreases the likelihood of bias when hiring managers or HR review the applications. This creates a more fair process during the shortlisting process and would eventually lead to the hiring of more diverse employees, creating a more inclusive employee population
- Q2 Are the auxiliary team members managed in each City’s payroll solution?
- A2 Yes, all employees are managed through each City’s payroll solution
- Q3 Do the two cities require separate pricing with two separate implementations?
- A3 Yes, we require separate pricing for each City, and yes, the two systems will be implemented separately

END of Enquiries and Responses

Yours truly,

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