

CRA CV Database  
For Academic and Research Positions

July 2018

# Motivation

- Recruiting computing faculty has become very resource consuming
- CRA has started an initiative where candidates can upload
  - Their resumes
  - Job objectives (and preferences)
  - Link to a presentation video
- Recruiting officers from CRA-member institutions are able to search and analyze this information and contact the candidates.

# General Application Flow

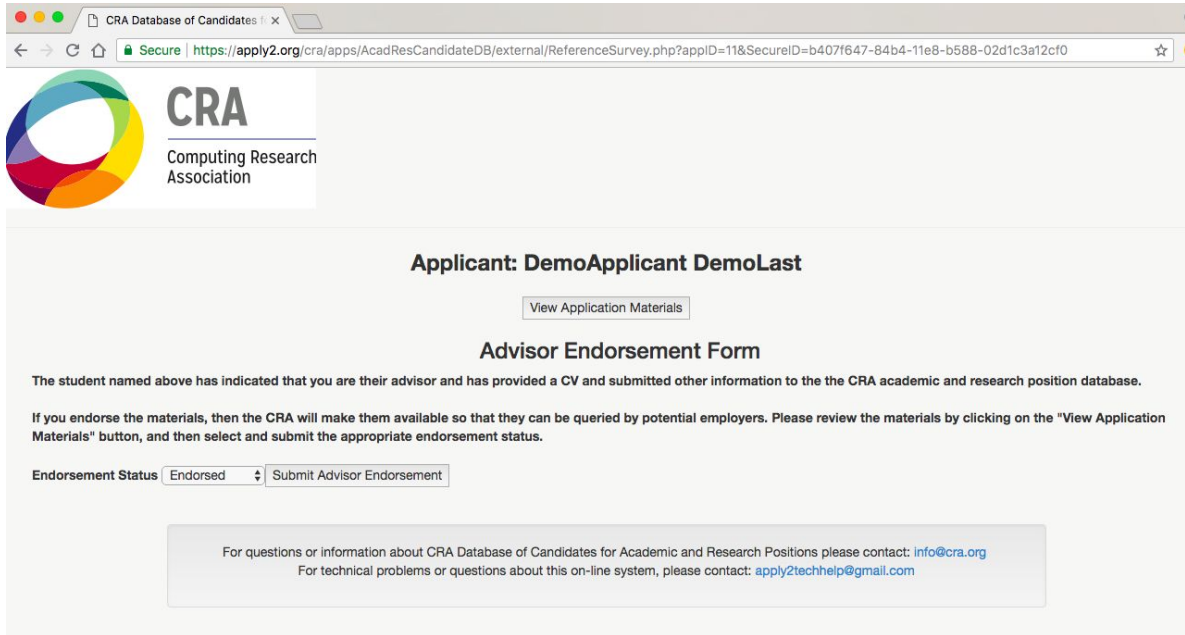
1. Applicants submit material
  - Indicate what classes of recruiters they want to see their materials (academic, industry, govt)
  - Indicate their job preferences (technical area, geographical constraints, etc).
2. Endorser/advisor is requested to review the material
  - Endorser gets an email with a link and goes there and approves (or not)
3. CRA Admin reviews and approves
4. Recruiter can view the applications
  - See the ones that approved for their class (academic, industry, govt)
  - Can search according to technical area, geographical constraints, etc

# Applicant

1. Create account
  - a. Go to <https://apply2.org/cra/apps/AcadResCandidateDB/>
  - b. Click on “Create Account or Reset Password”
    - i. Enter email address
2. After setting up account, login at <https://apply2.org/cra/apps/AcadResCandidateDB/>
3. Applicant uploads CV, statements, preferences, and a link to a presentation video
4. Applicant submits the email of an endorser/advisor

# Endorser/Advisor

1. Endorser/advisor receives an email with a URL to submit the endorsement
2. Endorser/advisor approves the applicant's materials



The screenshot shows a web browser window with the CRA logo and the text "CRA Computing Research Association". The main content area displays the following information:

**Applicant: DemoApplicant DemoLast**

[View Application Materials](#)

**Advisor Endorsement Form**

The student named above has indicated that you are their advisor and has provided a CV and submitted other information to the the CRA academic and research position database.

If you endorse the materials, then the CRA will make them available so that they can be queried by potential employers. Please review the materials by clicking on the "View Application Materials" button, and then select and submit the appropriate endorsement status.

Endorsement Status  [Submit Advisor Endorsement](#)

For questions or information about CRA Database of Candidates for Academic and Research Positions please contact: [info@cra.org](mailto:info@cra.org)  
For technical problems or questions about this on-line system, please contact: [apply2techhelp@gmail.com](mailto:apply2techhelp@gmail.com)

# Recruiter

1. Each CRA-member institution has an account
  - a. Academic
  - b. Industry
  - c. Government
2. The recruiter logs in at <https://apply2.org/cra/apps/AcadResCandidateDB/>
3. Recruiter is shown a filtered list of applicants, can search applicants' materials, and can download them in PDF format. The recruiter can use keywords to narrow the search