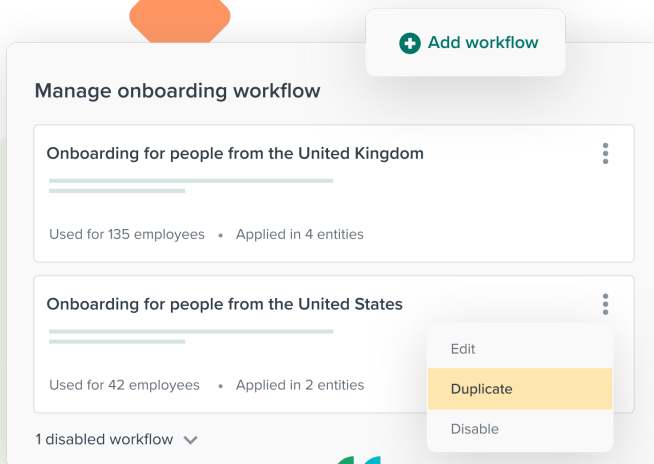# Help great hires become great employees

A great onboarding experience is a win-win. The new hire feels welcome, knows their role within the company, and starts producing faster. Your HR team spends less time chasing documents, writing emails, and sharing company details.

Workable Onboarding provides a custom, easy-to-use portal for the candidates and custom templates, dashboards, and document management for your HR team — all as a natural extension of your ATS.

Manage onboarding workflow

⊕ Add workflow

Onboarding for people from the United Kingdom ⋮

Used for 135 employees • Applied in 4 entities

Onboarding for people from the United States ⋮

Used for 42 employees • Applied in 2 entities

Edit
Duplicate
Disable

1 disabled workflow ⌄

Create the exact experience you want, for every role

The onboarding experience shouldn't be exactly the same for all employees. You'll need to collect different documents depending on their location or want to share different company information if they're on a specific team. Workable Onboarding helps you create a new onboarding template in just a few minutes and apply it to specific locations, or departments, so you're always ready to onboard your next hire.

Alpha Explorations

Profile picture

Replace image
or drag and drop here

- Employee info
- Job info
- Documents
- Travel Details
- Benefits
- US data

Employee info

Basic

First name
Olivia

Last name
Wang

Employee #
Automatic

Birthdate
11/29/1991

Gender
Female

Marital status
Single

Profile progress
64% completed

One, easy-to-use onboarding portal for new hires

Multiple emails, documents, and videos sent to new hires are so difficult to keep track of. Instead, the Workable onboarding portal serves as the new hire's single location for onboarding. The portal makes it easy for them to view and complete:

- Company videos and/or welcome messages
- E-signature documents
- Employee profile with personal details

Know where all your onboardings stand

You don't want an employee's first day to be tying loose ends from their onboarding. Provide your HR team with a dashboard that shows the status of each new hire — from when their onboarding starts, what they have left to do, and when it's complete. Everyone's on the same page.

Onboarding

PENDING   SCHEDULED   IN PROGRESS   COMPLETE

Search by name...

Employees		Workflow	Progress	Start date	
Olivia Wang Program manager		US - Remote		30 January	
Mark Groves Account manager		US - Hybrid	!	12 February	
Sara Morales Program manager		UK - Onsite		8 February	
Sienna Fay Account executive		UK - Onsite		27 January	

Pricing ›

Product overview ›