

Recruitment Pre-Check App

Powered by Microsoft Copilot Studio,
Error-free document checks, faster onboarding for every candidate.



Recruitment processes in large-scale retail require speed, consistency, and accuracy. Every delay or error in pre-screening documents not only slows down hiring but also risks non-compliance.

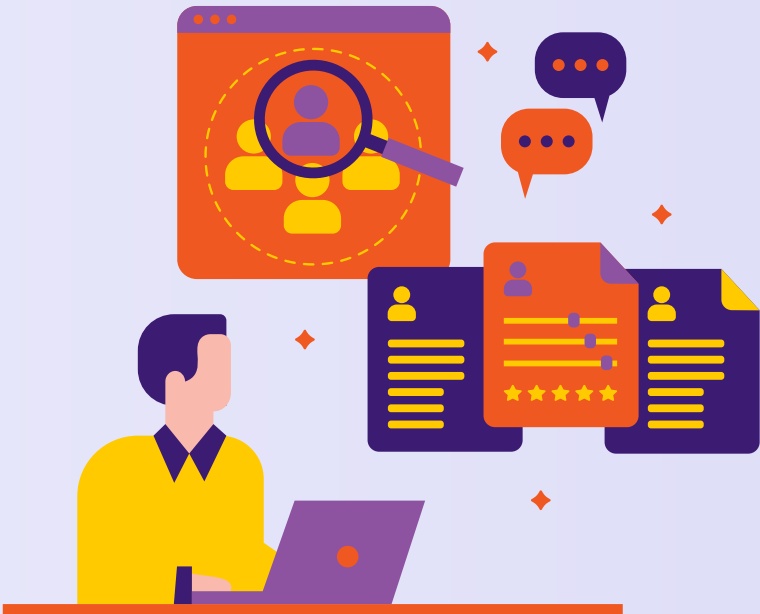
This solution introduces a smart pre-check control layer. By automating document validation, ensuring SAP integration, and minimizing manual effort, the system becomes the invisible backbone of recruitment, enabling HR teams to focus on what truly matters: **selecting the right talent.**

How We Solved

- The recruitment pre-check challenge was addressed entirely through Microsoft Copilot Studio;
- Candidates upload required documents into the system:** This automatically triggers a Copilot Studio flow, ensuring every candidate starts in the same standardized process.
 - Automated Validation with Copilot Studio:** Copilot Studio orchestrates validation logic, checking if all required documents are present, ensuring formats are correct, and flagging anomalies. This removes repetitive manual checks while guaranteeing consistency and compliance.
 - Flow Reset:** If a document is missing or invalid, Copilot Studio instantly resets the flow and notifies HR teams directly in Microsoft Teams. This gives recruiters real-time visibility and reduces candidate back-and-forth delays.
 - Seamless SAP Updates:** When documents are complete, Copilot Studio pushes the validated information into SAP HR tables automatically. HR staff no longer spend time on manual entry, and corporate data remains consistent and audit-ready.

Key Features

- Automated Pre-Checks:** Instantly validates uploaded documents.
- SAP Integration:** Bi-directional sync for candidate records.
- Real-Time Triggering:** Process activates upon document upload to Blob.
- Error Handling:** Flags missing/invalid documents, restarts process automatically.
- Seamless Record Updates:** Creates or updates SAP tables with no manual effort.



Technology Stack

- Microsoft Copilot Studio – Low-code, agile workflows.
- SAP Integration – Trusted enterprise connectivity.
- Blob-Triggered Automation – Reliable activation point.
- AI Document Services – Smart, accurate validation.

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Business Impact

For HR and recruitment teams, this solution delivers real impact. By cutting down manual verification time, it reduces time-to-hire significantly, ensuring candidates move through the process faster. By removing human error from repetitive checks, it guarantees accuracy and compliance with corporate standards. With a standardized workflow, HR leaders gain better visibility and reporting, making it easier to align hiring practices with strategic goals. Most importantly, it empowers HR specialists to dedicate more time to people, culture, and talent strategies instead of administrative tasks.

