HAPPYDANCE

Careers website ATS integration technical checklist

Twelve questions to settle with your ATS owner and your careers website provider.

#	Question	Why it matters	Answer	Owner
1	Which system holds jobs, and which holds candidates?	Defines the system of record.		
2	How do jobs reach the careers website: feed, API or push?	Sets freshness and reliability.		
3	How often do jobs update, and what happens on failure?	Avoids stale or missing jobs.		
4	Which job fields are mapped, including custom fields?	Filters and search depend on them.		
5	How do closed jobs disappear?	Expired jobs hurt trust and search.		
6	Where does the candidate apply: hosted, embedded or redirected?	Defines experience and tracking.		
7	How are source and campaign data passed to the ATS?	Needed for attribution.		
8	How is consent captured and passed?	A legal requirement in many markets.		
9	What candidate data does the careers website store?	Data minimisation.		
10	How are credentials and access managed?	Security hygiene.		
11	How are errors alerted and who responds?	Operations.		
12	What is the test and go-live plan, including rollback?	Reduces launch risk.		

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