

## Simplify the Contingent Workforce Hiring Experience

Rising labor costs and economic volatility are prompting manufacturers and retailers to increasingly use contingent workforces to meet their day-to-day business needs. Post-pandemic labor shortages have hit these two industries especially hard, **with almost 70 percent of retail jobs and about 55 percent of manufacturing jobs remaining unfilled.**

So the demand is high for temporary—including seasonal, short-term, and backfill—workers to support demand peaks, meet deadlines and provide specialized skills. A recent study found it takes **41 days to secure a contingent worker** because of onboarding delays like background checks, contract negotiations and other administrative processes. HR teams often lack the tools needed to respond quickly and efficiently.

DocuSign offers electronic signature and contract management tools designed to accelerate contract turnaround times, allowing companies to hire critical and timely talent to maintain a competitive advantage.

### Modernize pre-hire processes

Manufacturers and retailers must modernize their pre-hire processes—including completing recruiting agency agreements, candidate NDAs and background checks—to attract and retain the best talent before losing them to administrative delays. Procurement, HR teams and general managers can seamlessly integrate DocuSign solutions into recruiting systems to streamline the process and enhance the candidate experience.

### Secure new hires faster

New hires must sign numerous agreements while onboarding and businesses must make that process as convenient and fast as possible. But archaic systems slow everything down and cause frustration for both hiring teams and new hires. DocuSign eSignature makes it possible to sign onboarding forms quickly from virtually any device. Utilizing pre-built templates for common forms like W-4 and I-9 saves a ton of time and ensures a smooth and positive experience for everyone involved.

## Results

**87% (13 days)\***  
faster onboarding time

**53%\***  
fewer errors

**42%\***  
productivity improvement

**“75% of our envelopes are being completed in less than seven days. It used to be weeks. Additionally, the system notifies the next person in line the minute their action is required.”**

Gord Keith  
Mechanical Operations Manager  
Thermo Fisher

## Protect sensitive data

Contract work can expose workers and companies to security risks and data breaches that compromise sensitive personal and proprietary information and jeopardize business relationships. DocuSign offers enterprise-grade security and compliance support for industry-leading protection throughout the contract lifecycle.

## Transform offboarding processes

Whether for a single project, a season or longer, contract work is meant to be temporary. A quick and smooth offboarding process is just as important as a swift onboarding for contingent workers. Automated workflows ensure that company assets have been returned and proprietary information removed when a worker's contract expires. This automation saves a lot of time and provides a positive experience that encourages workers to return in the future.

## DocuSign for Manufacturing HR teams

The manufacturing and retail industries encountered numerous challenges throughout 2022, including supply chain disruption, labor shortages and the push for digital transformation. DocuSign helps companies swiftly scale a skilled, contingent workforce in a competitive labor market. Modernizing your HR processes will help you attract, hire and retain the next generation of workers and get them working immediately. DocuSign solutions offer a simpler, digital-friendly workforce experience, enabling the contingent workers to sign all the required documents quickly, conveniently, and securely.

## Digital agreements

Create an agile workforce with improved experience and onboarding cycle time while increasing customer satisfaction and market share. DocuSign tools facilitate an intuitive and convenient user experience across virtually any device, simplifying the signing and management process for documents like NDAs, tax forms, identity verification and training certifications.

### Pre-built templates

Recruiters can leverage pre-built templates for standard candidate documents like offer letters and I-9 and W-4 forms. Templates can save you time and increase accuracy by ensuring certain fields are marked as required to reduce back-and-forth communications with candidates on incomplete forms.

### SMS Delivery

In many manufacturing plants, worker applicants don't always have easy access to a desktop or laptop computer. SMS Delivery for eSignature lets you send real-time notifications for candidates to sign from their mobile devices.

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**“DocuSign solved the headache of getting employee documents completed and signed. Now the entire process is fast and easy for us and the signer. The time savings is huge as DocuSign automatic signing reminders eliminate the need for us to continually follow up.”**

Carrie Robuck  
Human Resources  
Orscheln Farm & Home

### Signing Insights

Recruiting a worker is only half the battle. Many candidates drop off midway through the recruiting process due to manual and time-consuming onboarding documents. Signing Insights is a data visualization tool that analyzes signer behavior and where candidates drop off in the onboarding process, allowing admins to alter templates and forms to improve abandonment rates.

### eSignature

Send and capture signatures for employee agreements in minutes with mobile forms that work across devices while maintaining a complete audit trail.

### Bulk Send

Easily import a .CSV file with your list of contacts and send employee agreements to multiple recipients simultaneously, eliminating the need to create and send separate envelopes.

### Integrations

Easily embed DocuSign solutions into your existing tools—including Workday, SAP SuccessFactors, Oracle HCM and Greenhouse—with 400+ pre-built integrations.

To learn more, please visit [DocuSign for Retail](#) and [DocuSign for Manufacturing](#)

## Use case examples

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### Recruiting

- Offer letters
- NDA
- Background check consent

### Onboarding

- W-4 and state tax forms
- I-9 forms
- Handbook acknowledgment
- Payroll forms
- Equipment requisitions

### Compensation

- Employee time cards
- Overtime request form
- Relocation agreements

### Performance management

- Performance evaluations and improvement plans
- Goal documentation

### HR admin

- Contractor agreements
- ACA documentation
- Role changes
- Security and training materials
- Annual policy updates

### Benefits

- Summary plan descriptions
- Contracts
- Required annual notices

### Offboarding

- Termination certificates
- Severance notifications



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#### About DocuSign

DocuSign helps organizations connect and automate how they navigate their systems of agreement. As part of its industry-leading product lineup, DocuSign offers eSignature, the world's #1 way to sign electronically on practically any device, from almost anywhere, at any time. Today, over a million customers and more than a billion users in over 180 countries use the DocuSign platform to accelerate the process of doing business and simplify people's lives.

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