



Workday VNDLY Extended Workforce Management

Optimize extended workforce management. Fill skills gaps. Control costs.

Today's extended workforce is key to increasing organizational agility and achieving business success—if used effectively. Companies are looking for simple yet sophisticated, agile solutions to support this growing worker population today and into the future.

Workday VNDLY Extended Workforce Management supports you in securing a competitive business edge by tapping into external talent, and enabling you to better plan, manage, and analyze contingent labor needs and spend.

Fill critical roles with extended workers.

Access a single mechanism to optimize the end-to-end management of contingent labor—from sourcing through offboarding. Robust capabilities enable you to streamline steps throughout the employment lifecycle of external employees.

Streamline external worker hiring.

Increase efficiencies across the hiring process with automated job requisition creation. This allows for the auto-population of requisition templates based on previous similar roles—coupled with the added flexibility to update requirements as needed. Set up approval processes and ensure they are adhered to with approval workflows aligned to your business processes today, and easily update through self-serve configuration as changes arise.

Reduce time to hire.

Quickly fill skills gaps through increased vendor alignment by giving vendors insight into current open positions and foresight into future ones. This enables vendors to start the sourcing process for upcoming roles ahead of time. You'll also save time and costs by using preidentified candidates, when appropriate. In addition, you can expedite the hiring process for time-sensitive roles with the ability to bypass certain steps when required.

Key Benefits

- Reduce time to hire and access required skills cost-effectively
- Increase oversight of vendor effectiveness
- Control program spend and remain in line with budget allowances
- Reduce manual effort and create efficiencies with business process automation
- Achieve local invoice compliance and reduce manual invoice reconciliation with preapproval requirements
- Set parameters to support adherence to local employment laws and time rules
- Gain insights into key program information to better support business decision-making
- Improve data quality and security measures with seamless systems integration

Focus candidate reviews and interviewing.

Save time and effort by beginning candidate reviews with those who best match your job criteria. The candidate view in Workday VNDLY displays key insights such as rate information and performance reviews, with the ability to drill into all past experience. Duplicate candidate submissions are highlighted in an easy-to-identify form to help you avoid unnecessary reviews. Once you find the best candidates, you can schedule interviews directly through Workday VNDLY.

Increase program flexibility and simplify change management processes.

Set up contingent programs based on current requirements with the flexibility to quickly and easily self-serve and configure changes to align with updated needs in the future. Establish vendor distribution rules and send job requisitions to your preferred vendors, before sharing with others. Customize fields across Workday VNDLY to capture the program-specific data you need.

Ensure accurate and efficient time tracking.

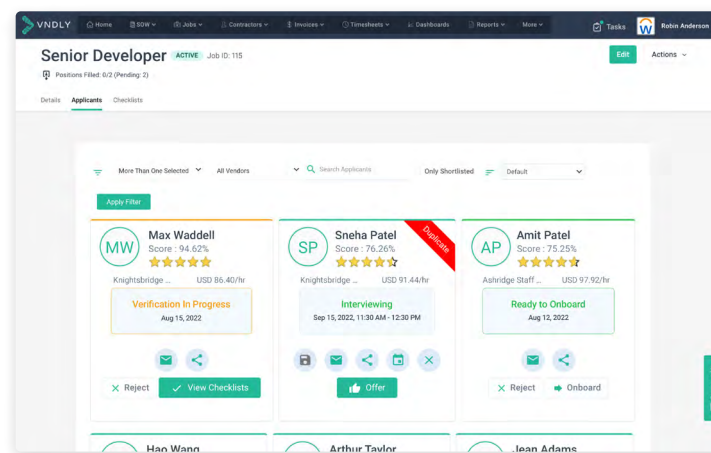
Remain compliant and ensure adherence to local time rules by capturing time worked and breaks directly through Workday VNDLY or via integration with other timekeeping systems. Gain visibility into all time entered and total hours or drill into the detail to see hours entered per day. Use accounting codes with the ability to split time by cost center, project code, and/or task, as required. You'll save time with the ability to bulk-approve or reject time submissions.

Strengthen financial controls.

Enforce rate thresholds to ensure candidates submitted against job requisitions are at or below your maximum rate allowance. Reduce manual invoice reconciliation with system controls that allow only approved spend to be invoiced.

Key Features

- Automated job requisition creation
- Configurable role approval workflows
- Clear candidate short-list view
- Convenient interview scheduling
- Compliant onboarding and offboarding checklists
- Complete individual external worker profile view
- Simple time and expense tracking
- Succinct vendor performance management
- Robust rate card management
- Global digital invoicing
- Dynamic program dashboards



Visual indicators streamline candidate reviews.

Achieve global capabilities.

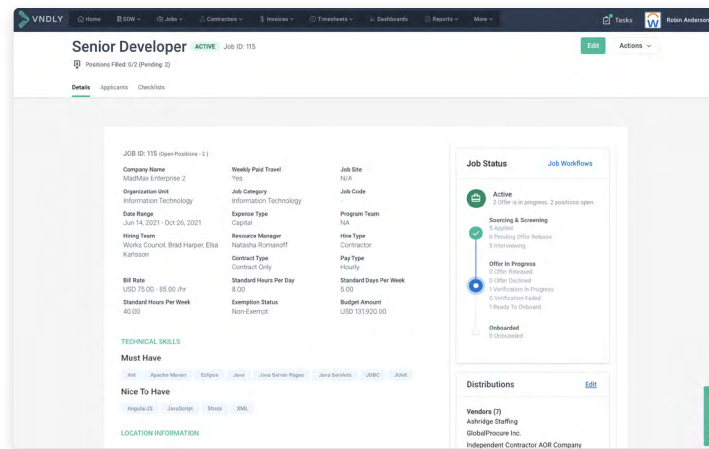
Workday VNDLY provides key functionality to support your global program needs. These include local invoice compliance with access to the Workday VNDLY invoice template builder, tax rate management, tenure policy management, extensive currency coverage, language packs—and more.

Drive better business decisions.

Acquire the insights you need to inform business decisions and maintain high program performance and control. With its more than 100 base reports and custom reporting functionality, Workday VNDLY enables you to get to the data you need as quickly as possible. Dashboards offer data visualization to effectively evaluate your program, as well as the ability to apply filters to take a more focused view.

Align the technology ecosystem.

Improve information accuracy, remove manual effort, and increase data security with seamless systems integration. Workday VNDLY connects key technologies required for contingent labor management, including Workday Human Capital Management and other human capital management systems, procurement software, and identity and access management tools.



Clear insight into where candidates are in the hiring process.



+1-925-951-9000 +1-877-WORKDAY (+1-877-967-5329) Fax: +1-925-951-9001 [workday.com](https://www.workday.com)

© 2023 Workday, Inc. All rights reserved. WORKDAY and the Workday logos are trademarks of Workday, Inc. registered in the United States and elsewhere. All other brand and product names are trademarks of their respective holders. 20230124-workday-vndly-extended-workforce-management-datasheet-enus