

AI Ground Truth

AI Opportunity Inventory

Prepared for: ACME Inc.

Engagement: F500 Talent Acquisition Function

Date: March 2026

Prepared by: Emergent

Table of Contents

SAMPLE

Scope and Approach

All 24 tasks scoring 5 or above in the process and role analysis are addressed in this inventory. No tasks scored 3-4, so the Watch List is empty. Human-only tasks (scoring 1-2) are excluded per protocol.

Priority Score Formula: ROI Potential (H=3, M=2, L=1) x Inverse Implementation Complexity (Low=3, Medium=2, High=1)

Important: All ROI estimates are modeled on assumption-based volume figures. Priority rankings are directionally sound but should be recalibrated once actual hire volume, ATS identity, and integration status are confirmed with the client.

SAMPLE

Opportunity Register

Sorted by Priority Score, descending. Ties broken by estimated annual hours impact.

Opp ID	Task ID	Role / Process	AI Approach	ROI	Complexity	Time to Value	Score
OPP-001	AUG-005	Recruiter / Sr. Recruiter	LLM: Personalized Candidate Outreach	High	Low	Quick win	9
OPP-002	AUG-006	Recruiter	LLM + ATS: Automated Pipeline Reports	High	Low	Quick win	9
OPP-003	AUG-001	Recruiter / Sr. Recruiter	LLM: Job Description Drafting	High	Low	Quick win	9
OPP-004	AUTO-002	Recruiting Coordinator	AI Scheduling Automation	High	Low	Quick win	9
OPP-005	AUG-004	Recruiter / Sr. Recruiter	ML: AI Resume Screening	High	Medium	Medium-term	6
OPP-006	AUG-010	TA Manager	Workflow Automation + ATS Alerting	High	Medium	Medium-term	6
OPP-007	AUG-011	TA Operations Lead	BI Dashboard + LLM Narrative	High	Medium	Medium-term	6
OPP-008	AUTO-001	Recruiting Coordinator	ATS Workflow Automation / RPA	Medium	Low	Quick win	6
OPP-009	AUTO-006	Recruiting Coordinator	HRIS / ATS Integration Trigger	Medium	Low	Quick win	6
OPP-010	AUTO-003	Recruiting Coordinator	Workflow: BGC Vendor API	Medium	Low	Quick win	6
OPP-011	AUTO-005	Recruiting Coordinator	Doc Generation + E-Signature	Medium	Low	Quick win	6
OPP-012	AUG-002	Senior Recruiter	LLM: Intake Research Package	Medium	Low	Quick win	6
OPP-013	AUG-009	TA Manager	ATS: Workload Visibility Dashboard	Medium	Low	Quick win	6
OPP-014	AUTO-007	Recruiting Coordinator	HRIS: Day 1 Logistics	Medium	Medium	Quick win	4
OPP-015	AUTO-004	Recruiting Coordinator	HRIS: Document Collection	Medium	Medium	Quick win	4
OPP-016	AUTO-008	Coord / TA Manager	Workflow: Approval Chain Routing	Medium	Medium	Quick win	4
OPP-017	AUG-008	Recruiter / Sr. Recruiter	LLM + External Comp Benchmarking	Medium	Medium	Medium-term	4
OPP-018	AUG-003	Recruiter / Sr. Recruiter	LLM + Market Intelligence	Medium	Medium	Medium-term	4
OPP-019	AUG-007	Recruiter / Sr. Recruiter	ATS + AI Scorecard Analysis	Medium	Medium	Medium-term	4

OPP-020	AUG-014	Director TA / TA Ops Lead	LLM + Workforce Planning	Medium	Medium	Medium-term	4
OPP-021	AUG-012	Senior Recruiter	Talent CRM + LLM Nurture	High	High	Long-term	3
OPP-022	AUG-013	TA Manager	LLM: HRBP Insight Reporting	Low	Low	Quick win	3
OPP-023	AUG-016	TA Ops Lead / Recruiter	Survey + AI Sentiment Analysis	Low	Low	Quick win	3
OPP-024	AUG-015	TA Ops Lead / Director TA	LLM: ATS Config Documentation	Low	Low	Quick win	3

SAMPLE

Top 10 Opportunity Write-Ups

OPP-001 : Personalized Candidate Outreach at Scale

AUG-005 | Recruiter / Sr. Recruiter | AI Score: 7

The Opportunity

Candidate outreach messaging is the single highest-volume augmentation opportunity in this TA function. At an assumed rate of 4 messages per recruiter per day across 7 recruiters, the team sends approximately 5,000 to 6,000 outreach messages annually. Each message currently takes 7 minutes to write, producing an annual burden of roughly 817 hours and, more critically, inconsistent quality.

Recommended AI Approach

LLM-generated outreach using a recruiter-driven prompt workflow. The recruiter provides role context, target candidate profile, and one or two personalization hooks. The LLM generates a draft personalized message in seconds. The recruiter reviews and sends.

Specific Tools

Claude or ChatGPT with prompt template library (2-3 days setup). Integrated option: LinkedIn Recruiter AI messaging or Gem/Beamery/HireEZ. For scale: custom Claude-powered tool (2-4 weeks build).

Complexity	ROI Potential	Time to Value	Prerequisites
Low	High	Quick Win (0-3 months)	See below

ROI Detail

~410-545 hours/year saved. Indirect: improved response rates from ~8% to 15-20% expand qualified pipeline.

Prerequisites

Recruiter buy-in and training, shared prompt template library, LinkedIn Recruiter access. No ATS integration required at Phase 1.

OPP-002 : Automated Pipeline Status Reports to Hiring Managers

AUG-006 | Recruiter | AI Score: 7

The Opportunity

At 15 minutes per update, across approximately 20 active requisitions per recruiter, updated bi-weekly across 7 recruiters, the team produces roughly 875 hours of manual pipeline reporting annually. This is the highest single-task hour estimate in the augmentable category and a documented hiring manager pain point.

Recommended AI Approach

Two-stage approach. Stage 1: LLM-assisted drafting from ATS data pulls. Stage 2: ATS-native hiring manager portal or automated report generation.

Specific Tools

Stage 1: Claude or ChatGPT with structured input template. Stage 2: Greenhouse, Lever, or Workday Recruiting HM portal features.

Complexity	ROI Potential	Time to Value	Prerequisites
Low (Stage 1) / Medium (Stage 2)	High	Quick Win (0-3 months) for Stage 1	See below

ROI Detail

~625 hours/year freed. Improved hiring manager satisfaction (direct OKR lever).

Prerequisites

ATS identity confirmed, recruiter consensus on standard pipeline update format, brief training on LLM-assisted drafting.

OPP-003 : AI-Assisted Job Description Drafting

AUG-001 | Recruiter / Sr. Recruiter | AI Score: 8

The Opportunity

At 60 minutes per requisition across 200 annual reqs, the team spends approximately 200 hours per year writing job descriptions. Inconsistent JD quality is a documented pain point creating compounding downstream effects: misaligned candidates, burden on screening, extended sourcing timelines.

Recommended AI Approach

LLM-generated JD drafts using a structured intake form as input. The recruiter or hiring manager provides role context; the LLM generates a full draft in the organization's preferred format.

Specific Tools

Claude or ChatGPT with prompt template (immediate). Textio or Ongig for ATS-integrated AI writing and bias analysis. Built-in bias review pass recommended.

Complexity	ROI Potential	Time to Value	Prerequisites
Low	High	Quick Win (0-3 months)	See below

ROI Detail

135-150 hours/year direct savings. Indirect: consistent JDs improve qualified applicant rates and reduce screening burden.

Prerequisites

Shared intake form template, LLM prompt template referencing competency framework, existing JD library for stylistic reference.

OPP-004 : AI-Powered Interview Scheduling Automation

AUTO-002 | Recruiting Coordinator | AI Score: 9

The Opportunity

Interview scheduling consumes 25 minutes per event. At 600 scheduling events per year, the total burden is approximately 250 hours annually. More important than the hours is the candidate experience risk: scheduling failures are among the most commonly cited causes of candidate drop-off.

Recommended AI Approach

AI-assisted scheduling platform enabling candidate self-selection from real-time calendar views. Coordinator role shifts from active scheduling to exception management.

Specific Tools

ATS-native scheduling (Greenhouse, Workday, Lever). Best-in-class: Paradox (Olivia). Lightweight: Calendly for Teams or GoodTime Hire.

Complexity	ROI Potential	Time to Value	Prerequisites
Low	High	Quick Win (0-3 months)	See below

ROI Detail

~250 hours/year recaptured; per-event effort drops from 25 minutes to under 3 minutes.

Prerequisites

ATS identity confirmed, interviewer calendars connected, coordinator process redesign for exception-management model.

OPP-005 : AI Resume Screening and Candidate Shortlisting

AUG-004 | Recruiter / Sr. Recruiter | AI Score: 8

The Opportunity

At 7 minutes per resume and approximately 6,000 inbound applications annually, the team spends an estimated 700 hours per year on initial resume screening. The current manual process creates inconsistency and screening bias risk.

Recommended AI Approach

ATS-native or ATS-integrated ML classification tool that scores and ranks inbound applications against structured, role-specific criteria.

Specific Tools

ATS-native: Greenhouse Scorecard, Workday candidate matching, Lever Smart Filter. Purpose-built: Eightfold AI, HireEZ, or Paradox Apply module.

Complexity	ROI Potential	Time to Value	Prerequisites
Medium	High	Medium-term (3-6 months)	See below

ROI Detail

~420 hours/year recaptured. Faster initial screening compresses early-funnel cycle time.

Prerequisites

ATS identity confirmed, documented screening criteria, legal review for compliance implications, recruiter training on shortlist-based workflow.

OPP-006 : Hiring SLA Monitoring and Automated Exception Alerting

AUG-010 | TA Manager | AI Score: 7

The Opportunity

This opportunity is the most direct lever on the client's most significant OKR gap. The current average time-to-fill of 65 days exceeds the 45-day target by 44%. At 250 working hours/year, manual SLA tracking is both time-intensive and ineffective.

Recommended AI Approach

Workflow automation and analytics alerting that monitors ATS requisition age and stage progression against defined SLA thresholds in real time.

Specific Tools

ATS-native SLA alerts (Greenhouse, Workday, iCIMS). BI-layer: Tableau, Power BI, or Looker with threshold alerts. Lightweight: Zapier or Power Automate.

Complexity	ROI Potential	Time to Value	Prerequisites
Medium	High	Medium-term (3-6 months) for full BI layer; Quick Win if ATS alerting available	See below

ROI Detail

Even modest TTF improvement (65 to 55 days) represents significant business value. Direct OKR lever.

Prerequisites

ATS identity confirmed, defined SLA thresholds by req type, TA Manager agreement on alert routing, IT partnership.

OPP-007 : Automated Enterprise TA Metrics and Reporting

AUG-011 | TA Operations Lead | AI Score: 7

The Opportunity

The TA Operations Lead currently spends approximately 210 minutes per reporting cycle aggregating metrics. At roughly 66 reporting cycles per year, this represents approximately 230 hours annually. Leadership is making strategic decisions on stale data assembled through a manual, error-prone process.

Recommended AI Approach

Two-phase build. Phase 1: Live dashboard auto-populating from ATS data. Phase 2: LLM-generated first-draft narrative commentary for leadership reports.

Specific Tools

Dashboard: Tableau, Power BI, or Looker. LLM narrative: Claude or ChatGPT with structured reporting template. All-in-one: Gem Analytics or Findem.

Complexity	ROI Potential	Time to Value	Prerequisites
Medium	High	Medium-term (3-6 months for dashboard); Quick Win for LLM narrative	See below

ROI Detail

~230 hours/year recaptured. Real-time visibility enables faster strategic intervention.

Prerequisites

ATS identity and data export capability confirmed, IT support for data pipeline, leadership alignment on standard metrics.

OPP-008 : ATS Status Update Automation

AUTO-001 | Recruiting Coordinator | AI Score: 9

The Opportunity

ATS status updates are the highest-frequency pure automation opportunity. The current manual process consumes an estimated 150 hours annually across 3 coordinators. The update logic is entirely deterministic: a status change is triggered by a prior action.

Recommended AI Approach

ATS workflow automation: configure automatic candidate status advancement based on trigger events (e.g., scorecard submitted triggers status advance).

Specific Tools

ATS-native workflow rules (Greenhouse, Workday, iCIMS, Lever). RPA fallback: UiPath, Automation Anywhere, or Microsoft Power Automate.

Complexity	ROI Potential	Time to Value	Prerequisites
Low	Medium	Quick Win (0-3 months)	See below

ROI Detail

~150 hours/year recaptured. Eliminates status lag that causes hiring manager visibility gaps.

Prerequisites

ATS identity confirmed, current-state workflow mapping, coordinator process redesign for exception handling.

OPP-009 : Intake Meeting Research Package Generator

AUG-002 | Senior Recruiter | AI Score: 6

The Opportunity

Intake quality is a root cause problem. Misaligned expectations at intake drive delayed hiring cycles. The 90-minute intake investment includes approximately 30 minutes of AI-augmentable pre-meeting research and preparation.

Recommended AI Approach

LLM-generated intake research brief covering labor market conditions, candidate availability, comparable JD references, and comp benchmarking.

Specific Tools

Claude with structured prompt template. LinkedIn Talent Insights for market data. Otter.ai or Fireflies for meeting note capture.

Complexity	ROI Potential	Time to Value	Prerequisites
Low	Medium	Quick Win (0-3 months)	See below

ROI Detail

~100 hours/year direct savings. Indirect: improving intake quality has a multiplier effect on downstream steps.

Prerequisites

Prompt template aligned to intake structure, recruiter training on critical review of AI output, LinkedIn Talent Insights access (optional).

OPP-010 : Automated Offer Letter Generation and E-Signature

AUTO-005 | Recruiting Coordinator | AI Score: 9

The Opportunity

Coordinators spend 22 minutes generating each offer letter and routing for signature, consuming approximately 73 hours per year. Template version control failures and manual comp variable entry errors introduce quality risk at the last mile.

Recommended AI Approach

Automated offer generation triggered by ATS offer approval. Auto-populates correct template with role, name, comp, and routes via e-signature platform.

Specific Tools

ATS-native offer management (Greenhouse, Workday, Lever). Standalone: DocuSign or Adobe Sign with template libraries.

Complexity	ROI Potential	Time to Value	Prerequisites
Low	Medium	Quick Win (0-3 months)	See below

ROI Detail

~73 hours/year recaptured. Eliminates manual data entry errors in offer letters.

Prerequisites

ATS identity confirmed, offer template library consolidated, comp variable fields standardized, e-signature platform selection.

Cross-Cutting Observations

Coordinator Automation Bundle

Tasks OPP-008 through OPP-011, together with OPP-014 and OPP-015, form a natural automation bundle centered on the Recruiting Coordinator role. If the client's ATS and HRIS platforms have modern automation capabilities, the majority of coordinator task volume could be automated within a single platform upgrade rather than as six separate initiatives. This bundled approach is worth modeling as a single "Coordinator Automation Platform" initiative in the roadmap, for both ROI aggregation and change management simplicity.

Combined annual hours for Coordinator-centric tasks: approximately 670 hours. A combined automation initiative targeting these eight tasks could realistically recover 500-550 hours annually, enabling a meaningful redeployment or headcount reconsideration decision.

The ATS Identity Gap

The single highest-priority prerequisite across this entire opportunity register is confirming the ATS in use. More than half of the top-10 opportunities have their primary implementation path dependent on ATS capabilities. If the client is on Greenhouse or Workday Recruiting, the majority of coordinator automation opportunities may already be available within the existing subscription, dramatically reducing implementation cost and time.

Recommendation: Confirm ATS identity before the client presentation. This single data point may reshape the roadmap more than any other factor.

TTF as the North Star Metric

The 65-day TTF versus 45-day OKR target provides a quantified, leadership-visible problem that ties directly to multiple opportunities. OPP-006 (SLA monitoring) is the most direct lever, but OPP-004 (scheduling), OPP-005 (resume screening), OPP-003 (JD quality), and OPP-001 (outreach response rates) each compress cycle time at different stages of the funnel. The roadmap narrative should be framed around closing the TTF gap as a business responsiveness and talent competitiveness story.

Quantified ROI Summary

Category	Opportunities	Annual Hours Addressable	Hours Recoverable
Full Automation (Score 8-10)	OPP-008 through OPP-016	~837	~700 (80-90%)
AI Augmentation (Score 5-8)	OPP-001 through OPP-007, OPP-017-024	~4,632	~1,600-2,000 (35-45%)
Combined	24 tasks	~5,469	~2,300-2,700

Conservative annual hours recovered: ~2,300-2,700 hours across 14 FTEs. At a blended hourly cost of \$45-65/hour for the TA team, this represents **\$104K-\$175K in annual labor capacity** that can be redeployed toward higher-value work, primarily proactive sourcing, talent community building, and hiring manager advisory.

Note: These figures are modeled on assumption-based volume data and should be revalidated with actual hire volume, team size, and ATS data before presenting as binding estimates.