



Recruitment Sifting Agent — Autonomous CV Screening with Microsoft Copilot Studio

UK's #1 Microsoft Copilot Partner



Recruitment teams are drowning in CVs. Manual sifting takes hours, introduces inconsistency, and slows down hiring decisions. The Recruitment Sifting Agent, built with Microsoft Copilot Studio, changes that. As an autonomous AI agent, it operates without human intervention, instantly screening applicants, ranking candidates, and providing detailed selection insights. This allows HR teams to focus on engaging with top talent rather than sorting through paperwork.

Recruitment Challenges

Hiring has become a high-volume, high-speed challenge. Recruiters face growing application loads, increasingly complex CV formats, and rising expectations to deliver faster shortlists without sacrificing quality. Traditional manual screening simply can't keep up.



Time lost on low-value tasks:

Recruiters spend countless hours manually filtering CVs before even meeting candidates.



AI-generated CV explosion:

Digital tools make it easy to flood job postings with applications, overwhelming HR teams.



Efficiency and quality risks:


Manual sifts can be inconsistent, introduce human bias, and miss high-potential candidates.

Recruitment Sifting Agent Overview

The Recruitment Sifting Agent is an intelligent, autonomous AI assistant that works around the clock to handle your candidate screening:

- **Operates independently:** Reviews CVs and generates ranked shortlists without requiring recruiter input.
- **Connects seamlessly to ATS systems:** Pulls data directly from your recruitment tools, ensuring no candidates are missed.
- **Evaluates against defined criteria:** Screens applicants using consistent, bias-free measures like skills, experience, and keywords.
- **Provides structured insight:** Delivers clear recommendations and suitability reports to speed up decision-making.
- **Designed for scale:** Processes thousands of applications in minutes, maintaining speed and quality even under pressure.

Recruitment Agent at a glance



Amelia Baker
Artisan Baker - Sourdough Specialist

Profile
Dedicated artisan baker with 9+ years' experience creating traditional and modern breads, pastries, and patisserie. Committed to quality, consistency, and building customer relationships. Proven leader in high-volume and boutique bakery environments.

Experience

Head Baker
Crust & Crumb Bakery - 2021 - Present
Lead a team of 6 bakers in daily production of artisan breads and viennoiserie for two retail shops and 20+ wholesale clients. Implemented new sourdough processes and seasonal product ranges.

Senior Baker
The Flour Pot - 2017 - 2021
Developed signature recipes, mentored junior bakers, and managed bakery operations during peak periods. Increased efficiency and reduced wastage by 18% in first year.

Baker
Sweet Hearth - 2015 - 2017
Produced a wide range of pastries and enriched doughs. Responsible for quality control and ingredient sourcing.

Education
Diploma in Professional Bakery
Leeds City College - 2013 - 2015

Skills
Sourdough, Viennoiserie, Menu Development, Pastry, Recipe Creation, Team Leadership, Food Safety

Certifications
Level 3 Food Hygiene & Safety, Allergen Awareness

Contact
Email: amelia.baker@email.com
Phone: 07123 456789
Location: York, UK

The Recruitment Agent reviews CVs in seconds, extracting critical information such as job history, qualifications, and skills. This structured profile view eliminates manual screening, ensuring every detail is captured consistently and without bias.

Recruitment Agent scores every applicant against tailored role criteria, generating an instant shortlist. The pre-interview report highlights where candidates meet or exceed requirements, cutting the initial sift from days to minutes and ensuring only qualified candidates progress.

Pre-Interview Sift Report
Candidate: Amelia Baker
Role: Artisan Baker
Date: 06 Aug 2025

Criteria	Score (0-3)	Assessment	Pass
Bread & Pastry Skills	3	Extensive experience with sourdough and viennoiserie. Clear practical examples in work history.	✓
Team Leadership	2	Managed a small team for 3+ years. Some evidence of training juniors, but could expand on conflict resolution.	✓
Menu Development	2	Developed new recipes and seasonal menus. Impact on business is noted, but limited metrics provided.	✓
Food Safety Knowledge	3	Level 3 certificate. Practical food safety procedures described clearly.	✓
Customer Service	1	Some front-of-house experience, but less detail on direct customer interaction.	✓
Relevant Qualifications	3	Holds professional bakery diploma and food safety training.	✓
Total	14 / 18	Recommended for interview	

Panel notes: Candidate shows strong practical skills and food safety knowledge. Would benefit from providing more measurable examples of leadership impact and customer engagement. Meets minimum threshold for interview.

Assessment Summary

Criteria	Evidence	Score	Rationale
Candidates must have at least two years of experience in high-level motorsport, such as Formula 2 or equivalent.	<ul style="list-style-type: none"> "British Formula 3 Championship ... Years: 2022-2024" (2 years) "European Formula Renault 2.0 ... Years: 2020-2021" (2 years) 	1	Candidate shows four years combined in Formula 3 and Formula Renault, which demonstrates sustained single-seater experience but not at Formula 2 or an explicitly equivalent tier. Partial match therefore merits a low pass.
Applicants must demonstrate exceptional physical and mental fitness suitable for the demands of Formula 1 racing.	<ul style="list-style-type: none"> "Certified in Advanced Driver Fitness (2023)" Skills list includes "Physical endurance and mental focus" 	2	Certification in driver fitness plus explicit mention of endurance and mental focus show commitment to high fitness levels, but no quantified performance metrics or physiological data; consequently awarded moderate score.
Strong technical understanding and the ability to communicate effectively with engineers and strategists are essential.	<ul style="list-style-type: none"> "Advanced race telemetry interpretation" University project on "telemetry analysis in motorsport" Cover letter states willingness to engage in simulator and testing sessions, implying collaboration with engineers. 	2	Telemetry expertise and academic focus indicate solid technical grasp; statements about collaboration suggest communication ability, yet no direct examples of engineer interaction provided, so high but not maximum score.

The platform provides full transparency for each decision. Criteria, supporting CV evidence, and scoring rationale are clearly displayed, so hiring teams understand not just who is shortlisted, but why. This structured evaluation supports fair, defensible hiring decisions.

Benefits for Your Organisation

Transform recruitment from a manual bottleneck into a strategic advantage. By shifting the heavy lifting to an autonomous AI agent, your organisation can hire faster, improve decision quality, and unlock measurable savings, all while giving HR teams more time to focus on people, not paperwork.



- **Accelerate hiring decisions:** Reduce sifting time from days to minutes for faster candidate shortlisting.
- **Improve candidate quality:** Ensure objective, data-driven rankings for more consistent hiring outcomes.
- **Scale recruitment efficiently:** Handle high-volume hiring campaigns without adding extra HR capacity.
- **Deliver measurable ROI:** Save around £1,500 per 1,000 candidates screened with minimal running costs.
- **Enhance recruiter satisfaction:** Free HR teams from repetitive tasks so they can focus on strategic engagement.
- **Stay ahead with autonomous AI:** Move beyond “assisted” tools to fully autonomous agents aligned with Microsoft’s future vision.

Why Choose CPS?

CPS is a trusted Microsoft Solutions Partner with deep expertise in Copilot Studio, autonomous agents, and HR process transformation. We help organisations across every industry design, deploy, and scale AI-driven solutions that deliver real business value, from concept to adoption. With our proven track record in Microsoft technologies, you’ll gain more than a tool: you’ll gain a partner to ensure your recruitment transformation succeeds.

Proven Delivery:
Successfully implemented HR and employee experience solutions across multiple industries.

Microsoft Partnership:
Early access to Microsoft AI & automation capabilities ensures your solution is future-ready.

Holistic Approach:
We go beyond implementation to ensure adoption, optimisation, and measurable results.

Trusted by Leading Organisations:
Decades of experience working with public & private sector clients.

Reimagine recruitment with autonomous AI.

Discover how the Recruitment Sifting Agent can free your HR team to focus on what matters most, finding and hiring the right people faster.

Book a Discovery Session with a CPS Consultant to discuss your needs:
Call us on 01628-321321 or
Email us on hello@cps.co.uk