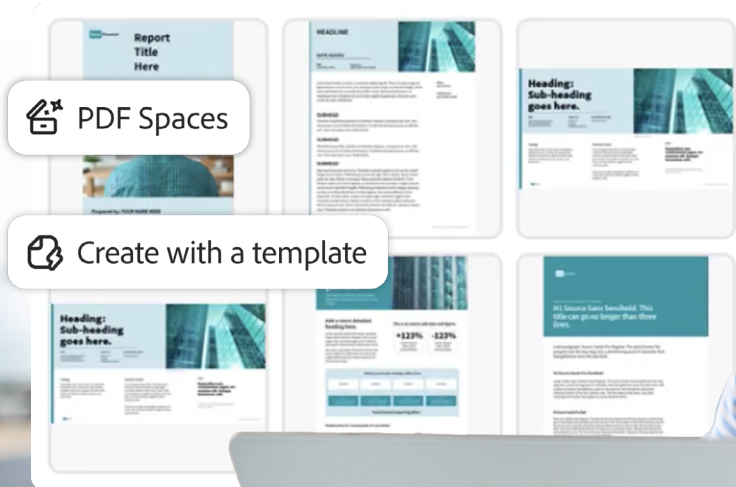




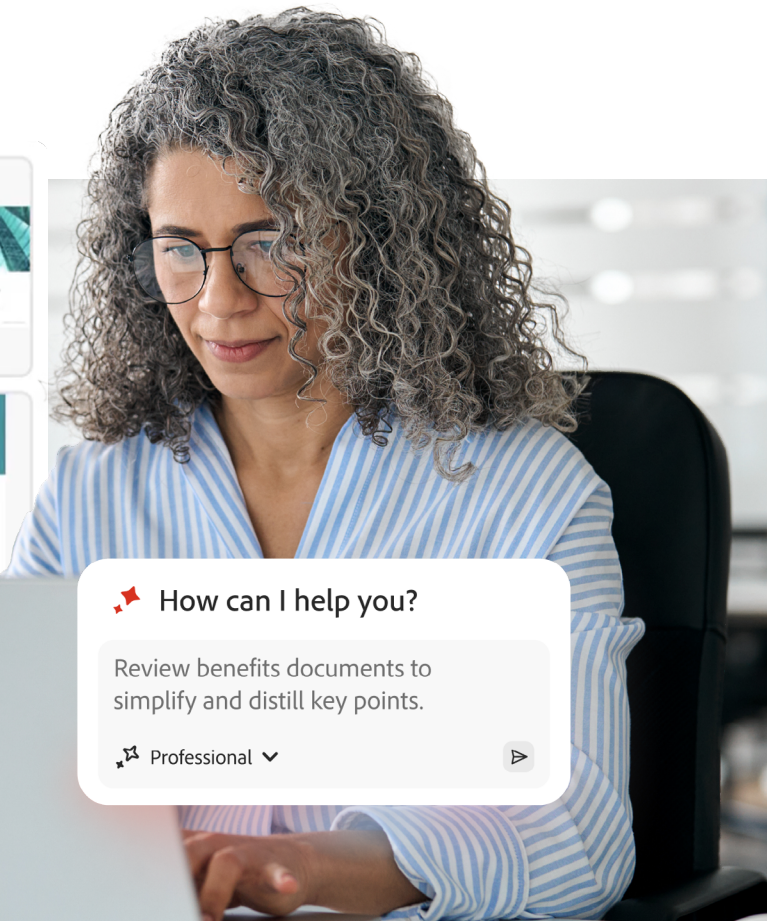
# Empower HR teams with AI-driven efficiency while keeping data safe.


Adobe Acrobat Studio helps HR leaders and their teams streamline tasks and workflows from talent acquisition and engagement to internal communications.





 PDF Spaces


 Create with a template



 How can I help you?

Review benefits documents to simplify and distill key points.

 Professional 



# Human resource (HR) teams juggle a long list of recurring tasks, each requiring constant effort to keep everything on track.

They often spend too much time on administrative tasks and not enough on strategic initiatives. HR teams also face a long list of challenges — from overcoming talent shortages to maintaining employee engagement and retention. But according to Gartner research, their number one challenge is helping transform work with AI.

Most HR leaders want to help their teams integrate AI into daily workflows. And most leaders are working to reshape HR processes with AI, from talent acquisition and employee training to internal communications and more. Gartner reports that 61% of HR leaders are actively planning or already deploying generative AI.

Organizations that are slow to embrace AI risk falling behind. For many, the question is how and where to get started. What's the best approach to integrating AI into HR operations in a purposeful way?

Adobe Acrobat Studio makes it easy to adopt AI for HR document workflows that matter most. With Acrobat AI Assistant and Adobe Express Premium — alongside trusted Acrobat tools — HR can achieve economies of scale in several ways. This whitepaper describes a few examples of how it's done.

# 61%

## of HR leaders are actively planning or already deploying generative AI.

Source: Gartner

**Jack Goodman**  
Education: Bachelor of Marketing Arts  
Work History: Digital Marketing Manager, Social Media Specialist, Marketing Coordinator  
Skills: Social Media Strategy, Paid Advertising, Content Creation & Curation, Email Marketing, SEO/SEM, Web Analytics, Partnership Marketing

**Aubree Vanderhoeven**  
Education: Bachelor of Marketing Arts  
Work History: Digital Marketing Manager, Social Media Specialist, Marketing Coordinator  
Skills: Social Media Strategy, Paid Advertising, Content Creation & Curation, Email Marketing, SEO/SEM, Web Analytics, Partnership Marketing

**Megan Vega**  
Education: Bachelor of Marketing Arts  
Work History: Digital Marketing Manager, Social Media Specialist, Marketing Coordinator  
Skills: Social Media Strategy, Paid Advertising, Content Creation & Curation, Email Marketing, SEO/SEM, Web Analytics, Partnership Marketing

**AI Assistant**  
× AI Assistant + [2] ...  
What are key points from my resume to highlight in a cover letter for a job in performance marketing and analytics?  
• Proficient in performance marketing including influencer marketing.  
• Skilled in analyzing social media data to identify trends/  
• Experienced in data analysis tools to track campaign effectiveness.  
Copy

# Attract the best candidates with competitive job listings.

The pressure to find and retain top talent can be all-consuming. Sourcing candidates, reviewing resumes, coordinating interviews, and related administrative tasks can consume 75% of an HR recruiter's day.

In a 2025 Forrester Total Economic Impact™ study, one company reported that Acrobat AI Assistant helped HR compare and benchmark job descriptions against peer organizations to improve recruitment efforts. The team completed an activity in five hours that was estimated to take a week.

# 75%

of an HR recruiter's day is consumed by administrative tasks.

Source: HootRecruit

From there, a recruiter can simply prompt AI Assistant to create a tailored job description based on multiple criteria, including the insights gained from its competitive comparisons and benchmarks. The document can be shared, annotated, and finalized with almost no manual effort.

## Analyze and summarize resumes to screen candidates more efficiently.

Tailored job listings can result in ideal (and not so ideal) candidates. Common AI tools help filter applicants, but how can you dig further without simply using key search terms? AI Assistant helps recruiters extract and analyze essential qualifications such as education, work history, key accomplishments, professional skills, and even how a candidate's outside interests complement company culture.

Alongside resumes and cover letters, AI can be prompted to create a summary document of top candidates and highlight specific attributes, making it possible for the hiring manager to make faster decisions and move the interview process forward with less effort.

The Forrester study reports up to 50% time-savings for document review and summarization efforts across departments, noting the figure could be greater depending on the task.

Edit a PDF

Aubree Vanderhoeven  
**Aubrie**

Dear Hiring Manager,

I am writing to express my interest in the Project Manager position. With over 7 years of experience managing complex, cross-functional projects in the tech industry, I am confident in my ability to contribute to your team's success. My background in both Agile and Waterfall methodologies, combined with my ability to deliver projects on time and under budget, makes me an ideal candidate for this role.

At my previous company, I led software development projects that streamlined operations and improved stakeholder satisfaction by 20%. I've had the opportunity to lead teams of developers, designers, and QA engineers, and I take pride in fostering a collaborative and results-oriented environment. My ability to manage project risks and implement process improvements has consistently improved project timelines and reduced inefficiencies.

I am excited about the opportunity to bring my expertise to your company and contribute to your continued success. Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experience align with your team's needs.

Sincerely,  
Aubree Vanderhoeven

# Onboard new employees regardless of location — onsite, hybrid, or remote.

New employee onboarding can have a direct impact on job satisfaction, productivity, and engagement. Its success depends on a streamlined process that ensures employees understand company policies, workflows, and expectations.

To start, materials such as employee benefits, training content, team-specific information, company calendars, onboarding checklists, and other resources must be compiled and centralized. With Adobe PDF Spaces and AI Assistant, HR can streamline onboarding workflows from start to finish. For example, they can:

- Ease cross-team collaboration by facilitating easy access to documents, sharing notes, and generating actionable insights
- Synthesize and create a targeted onboarding asset for a given job role in a specific department
- Generate on-brand, impactful onboarding documents with compelling visuals
- Securely share documents with new employees and other personnel

## Keep employee documents secure and compliant.

It's critically important to keep personnel data private and accessible only to authorized staff. Acrobat Studio features Acrobat Pro PDF tools that help HR teams meet data governance, security, and company policies.

### Examples include:

- Applying passwords and usage permissions to PDF files to prevent accidental sharing of private content and personal data
- Importing and applying digital certificates, ensuring the authenticity of sensitive content
- E-signing PDF documents by importing signatures from an image, clipboard, or onscreen drawing

Interacting with a broad range of documents that require back-and-forth revisions across multiple organizations can be especially challenging with a hybrid and remote workforce. Secure digital documentation and tight access controls ease compliance while saving hours, even days, of time.

## AI Assistant: Another member of the HR team.

Acrobat Studio quickly and easily fits into HR's daily work with familiar tools and intuitive AI. It helps HR teams be more effective by automating repetitive tasks, providing data-driven insights for strategic decisions, streamlining operations like onboarding, and personalizing the employee experience. As HR teams spend more time on high-value work, every employee can benefit.

## Get started today.

[Learn more](#)

### Sources

"AI in HR: Evolve to an AI-Infused HR Operating Model," Gartner, 2025.

"New Technology: The Projected Total Economic Impact™ of Adobe Acrobat AI Assistant," Forrester, 2025.

"The Recruiter's Time Audit: Where Your Hours Really Go (And How to Get Them Back)," HootRecruit, 2025.

Adobe, the Adobe logo, Acrobat, and Adobe Express are either registered trademarks or trademarks of Adobe in the United States and/or other countries. All other trademarks are the property of their respective owners.