Recruit Release Notes Changes Launching 2016-10-20

Waivers

After the waiver candidate has started work on campus, it's very easy for busy Analysts to forget to conclude their waivers. In order to assist the Analyst, we added a

From: orosset@ucledu Subject: [UC Santa Cruz Recruit] Please conclude your search walver: Alexander Hamilton, Ten Dollar Founding Father (SWR00048) Date: Cot 18, 2016 30:1630 PM PDT To: Peter School Analyst <ap-no-reply@recruit.ap.ucledu> Hello Peter School Analyst, This search waiver should be concluded: http://recruit.devi3000/analyst/vaiver/SWR00046/conclusion Alexander Hamilton was supposed to start on Oct 11, 2016, which has now passed. You should now be able to conclude the search waiver. --Message generated by UCSC Academic Recruit

waiver conclusion reminder email

that messages them on the day of the effective date, as well as seven days after, to conclude their waiver. If your campus would like to add a custom date for the reminder, please let us know.

It's easy for Analysts to forget when their waivers will expire, which puts them in

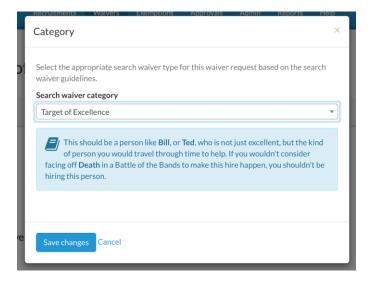
From: orosset@ucl.edu
Subject: [UC Santa Cruz Recruit] Search waiver expiration: Alexander Hamilton, Ten Dollar Founding Father (SWR00046)
Date: Oct 18, 2016 03:13:19 PM PDT
To: Peter School Analyst agn-or-ephy@recruit.ap.ucl.edu>
CC: Ebba Abbott captestmail+andre_zemiak-001mc00000e@ucl.edu>

Hello Peter School Analyst,
The following search waiver is about to expire:
Search waiver: Alexander Hamilton, Ten Dollar Founding Father (SWR00046)
Expiration date: Jan 7, 2017
http://recruit.devi3000/analyst/waivers/SWR00046
Alexander Hamilton will not be able to continue in the position after Jan 7, 2017.
Consider if an open recruitment should be started, or if the position will no longer be needed.

--Message generated by UCSC Academic Recruit

the undesirable position of having to quickly push through the search process. To help prevent this from happening, we have implemented a waiver expiration reminder email that will remind analysts about the expiration two months and six months before the waiver's expiration date.

Just like exemptions, Analysts may not know if they are selecting the correct justification category for their waiver request. So we have custom help text for waiver justification categories, too. Admins can add a custom text blurb onto each justification category through the Admin Tool. This text will display to Analysts when selecting a category for their waiver.



Recruitments

As requested, we changed our applicant-facing warning messages to warn applicants not



to upload their passport

numbers. This message can be viewed on the applicant's My Files page on the applicant dashboard.

Nobis Et Ea Recruitment (JPF00161) May 24, 2012—Jul 29, 2012				
276	Schamberger, Rose Manage	No	Activated	shawn.d
277	Anderson, Americo Manage	No	Activated	jade_ray
278	Jerde, Russell Manage	No	Activated	athena.h

We have also added a feature to the Find Applicants tool that should help Admins identify applicants more easily. The **Find Applicants tool now displays JPF numbers**, which will make it easier to distinguish between similarly named recruitments.