












	
Update profile	
 Home	
	My position description
	Manage position descriptions and create a new requisition
	Jobs open
	Approvals
	Advertisements
	Search committee review
	Applications
	Assigned applications
	Interviews
	Offers
	New new hires
	My new starter tasks
<b>Performance</b>	
Performance center	
<b>Jobs</b>	
Manage jobs	
Manage position descriptions and create a new requisition	
<b>Applicants</b>	
New applicant	
Applicant search	
Manage applications	
Manage reference check requests	
<b>Events</b>	
New event	
Manage events	
...	
Reports	
Logout	

## Supervisor Side Menu

Opens window to allow you to edit your personal information.
Takes you to your dashboard view from anywhere else on the site.
This link will take you to all the PDs listed in your team. From here you can create a new PD or Requisition.
Current jobs that are open within your team.
Any jobs waiting for your approval
Jobs that are sourced, or have open advertisements
Any Jobs that are you have been assigned for search committee review
Shortlisted applicants
Any applicants that you have been assigned
Any interviews that you have scheduled
Offers that have been assigned to you to approve
Where to see and manage new hires where you have been assigned
In relation to any new hires you are assigned, these are where you see your tasks
Allows you to view performance links (will this lead to the PM module?????)
This will take you to view all the jobs listed in your team visibility
This link will take you to all the PDs listed in your team. From here you can create a new PD or Requisition.
Link to create a new applicant
Functionality that allows you to search on applicants by various criteria
Manage the applications on a specific job you have searched for
Allows you to view or complete reference checks
How you will create a new event for interview booking
Managing events that have already be created
Takes you to the reports functionality
Click to logout of the system