

Reviewing a Candidate

Click on any candidate to view the following:

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- An option to [View Profile](#)
- See by whom and when this candidate was reviewed

Selecting [View Profile](#) will direct you to the candidates full profile on Jopwell.

Columns

The following columns are available on the Candidate Tracker.

1. Candidate - View candidate name, and most recent/current position and company.
2. Job Title - Title of position the candidate engaged with
3. Location - Job Posting Location, if present
4. Latest Application Status - This shows the latest application status from Jopwell, from your ATS, or from manual updates made by your team to the Candidate Tracker. Application status updates other than “Prospect”, “Highlighted”, and “Pipelined” are visible to candidates.
5. Resume - Directs you to a link of the candidate’s current resume uploaded on Jowell.
6. Notes - The ability to add internal-facing notes visible to you and your team for collaboration.
7. Created At - When the application was submitted
8. Viewed At - When someone views a profile
9. Sourced By - Jopwell recruiter if an Enterprise level client
10. Source - Options will be Client Initiative or Organic. Client Initiated means the client has reached out to the candidate first. Organic is the client-finding the job posting and interacting on their own.
11. Recruiter Bucket - This is determined by Jopwell recruiters.
12. Last Modified By - Any changes to the application
13. Last Modified Date - Date of those changes

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