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Applicant Watch

<WRAP round intro>The Applicant Watch page comprises saved applicant search parameters created using the Search Applicants page. Applicants who fit saved search parameter(s) will display on the Search Applicants page. A list of saved applicant searches are displayed in a grid on this page.<WRAP>

See Navigation and Search for more information about basic navigation and search options on the page.

View or search saved applicant searches

The following columns are displayed on this page:

The ID column displays the saved search ID created when the search was saved.

The Saved Search Name column displays the saved search name. This is the name you typed into the Please provide a search name field when you saved your search on the Search Applicants page.

The Date-Time Created / Last Updated column displays the date and time your saved search was created.

Click View to go to the Search Applicants page to continue searching for applicants using only the selected saved search parameter(s).

Columns can be sorted by clicking on a column's heading.

You can also view and search your saved queries using the Search field.

Click Records to select the number of saved applicant searches to display.

Delete saved searches

Click to delete a saved search row. A confirmation message is displayed prompting you to continue.

Click OK to delete the saved search.

Click Cancel to return to the Applicant Watch page.

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