

# Table of Contents

**Applicant Watch** ..... 1



# Applicant Watch

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.


See [Navigation and Search](#) for more information about basic navigation and search options on the page.

## View or search saved applicant searches

Column	Description
<b>ID</b>	Displays the saved search ID created when the search was saved.
<b>Saved Search Name</b>	Displays the saved search name. This is the name you typed into the <b>Please provide a search name</b> field when you saved your search on the Search Applicants page.
<b>Date-Time Created / Last Updated</b>	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 records to display.

## Delete saved searches

Field	Description
	Delete the row. A confirmation message is displayed prompting you to continue. <b>OK:</b> Delete the row. <b>Cancel:</b> Cancel and return to the previous page.

From: <https://help.ascendertx.com/careerportal/> - CP

Permanent link: <https://help.ascendertx.com/careerportal/doku.php/applicantwatch?rev=1488476626>

Last update: 2019/12/10 09:30

