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Interview Rating Queue page

The My Queue page consists of a list of all the jobs you have posted.

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

My Queue

Field	Description
View	Go to the Job Detail page.
Position	The job position.
Department	The department that the job is in.
Status	The status of the job posting.
Assigned	The user to whom the job is assigned in the approval queue.
Date Created	The date the job was created.
Comments	Comments written about the job.
History	If you have approved or denied a job posting, the **History** button will appear next to the job under the **Posted Jobs Approval Queue** section. View a specific workflow history. The **Posted Job Approval History** window will display showing the same columns as the **Posted Jobs Approval Queue** with the addition of the **Comments** field, which is used to justify a posting's denial. Click **View Job Posting** to view the Job Detail page for the job. Click **Cancel** to close the pop-up window.

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https://help.ascendertx.com/careerportal/ - **CP**

Permanent link:
https://help.ascendertx.com/careerportal/doku.php/general/myqueue

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