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

From:

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



Permanent link:

<https://help.ascendertx.com/careerportal/doku.php/general/myqueue?rev=1574269130>

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