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# Job Requirements Link

The Job Requirements Link page allows you to create and delete links between job positions and job requirements. A list of all linked job positions and requirements is displayed in a grid on this page. To add, edit, or delete job positions or job requirements on this grid, see [Job Positions](#) and [Requirements](#), respectively.

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

[Return to Admin Tools](#) You can return to the [Admin Tools](#) page at any time by clicking **Admin Tools**.

## Columns on the Jobs Requirements Link page

| Field       | Description                           |
|-------------|---------------------------------------|
| Position    | The name of the position.             |
| Requirement | Job requirements specific to the job. |
| Description | A description of the row.             |

## Link requirements to jobs

Use the **Create Links** section to create links between job positions and job requirements.

| Field         | Description  |
|---------------|--|
| Job Positions | Select a job position to link a requirement to. Click the <b>X</b> to remove a selected job position. You can also press BACKSPACE.    |
| Requirements  | Select a job requirement to link a job position to. Click the <b>X</b> to remove a selected requirement. You can also press BACKSPACE. |
| Field         | Description  |
| Link          | Link the job(s) to the requirement(s).   |
| Cancel        | Clear the information from the two fields.   |

## View or search job and requirement links

Use the **Linked Values** section to view and search linked [job positions](#) and [requirements](#).

[Records](#) Click **Records** to select the number of records to display.

## Delete job and requirement links

| Field         | Description  |
|---------------|--|
| <b>Delete</b> | Delete the row. This deletes the link between the two columns for that row.<br><b>OK:</b> Delete the link.<br><b>Cancel:</b> Cancel and return to the previous page. |

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