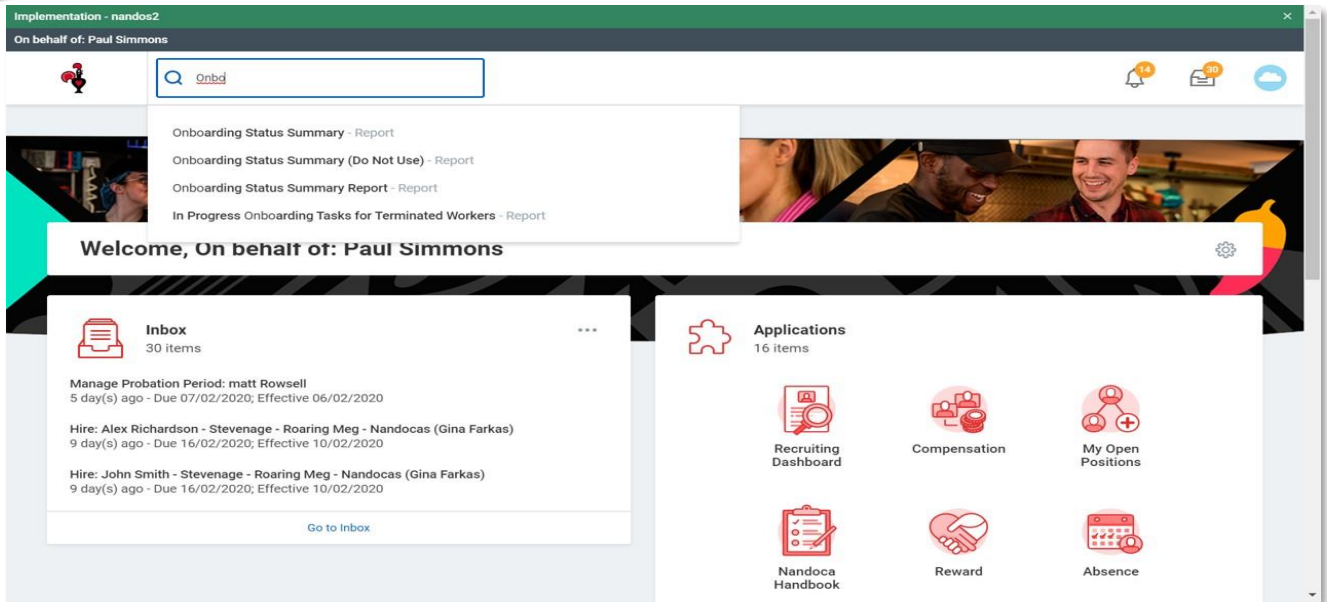




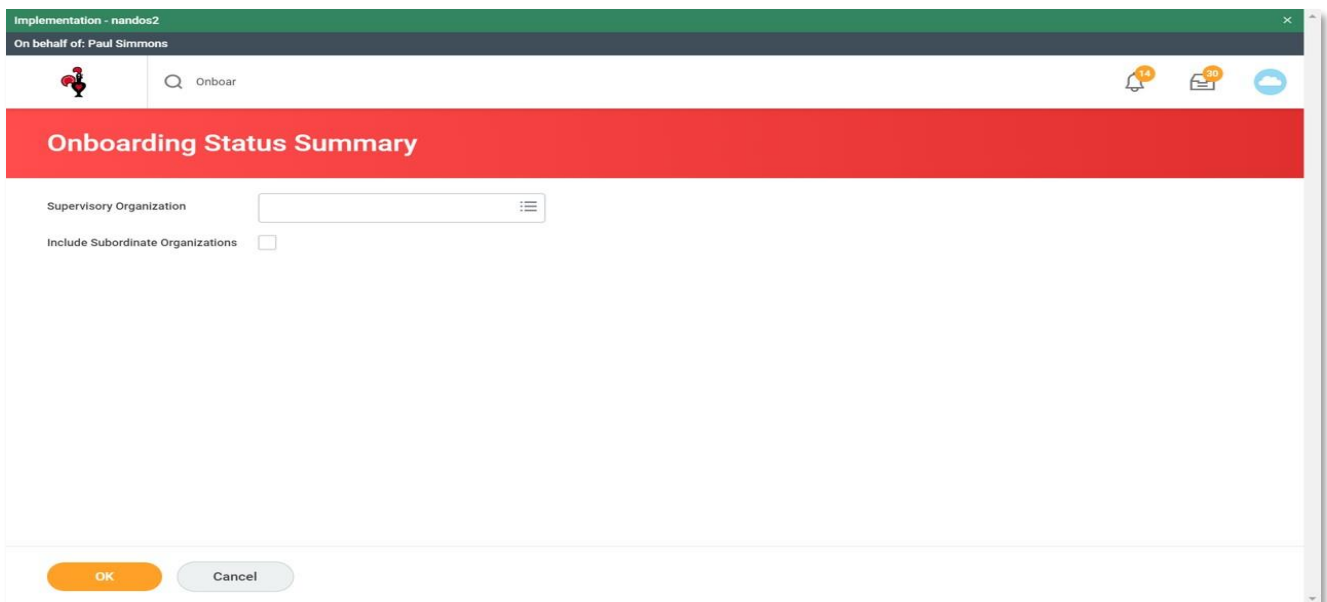
Recruitment



1.0 Monitoring Onboarding



From your homepage type Onboarding into the search bar and select Onboarding Status Summary



Type in the 'Supervisory Org' you want to look at e.g. Stevenage or Technology or North London



1.0 Monitoring Onboarding

Implementation - nandos2
On behalf of: Paul Simmons

Onboarding Status Summary

Supervisory Organization

Include Subordinate Organizations

Search Results (4)

- ☒ Stevenage - Leisure Park - Nandocas (Jayson Alfaro, Paulius Damarackas, +2)
- ☐ Stevenage - Leisure Park - Supervisors / AMs (Laszlo Fenyvesi)
- ☐ Stevenage - Roaring Meg - Nandocas (Gina Farkas) ...
- ☐ Stevenage - Roaring Meg - Supervisors / AMs (Paul Simmons)

OK Cancel

Select the correct Org.

Implementation - nandos2
On behalf of: Paul Simmons

Onboarding Status Summary

Supervisory Organization

Include Subordinate Organizations ☒

OK Cancel

Click the box to Include Subordinate Organizations (all of the teams that sit underneath the one you selected) Click OK



1.0 Monitoring Onboarding



Onboard

14

30

← Onboarding Status Summary

Actions

Supervisory Organization

Stevenage - Roaring Meg - Nandocas (Gina Farkas)

Include Subordinate Organizations

Yes

2 items

Worker	Hire Date	Short Notice	Position	Supervisory Organization	Hiring Manager	Onboarding Progress	Not Started	In Progress	In I For
Alameda Slim	20/01/2020		Back of House Nandoca	Stevenage - Roaring Meg - Nandocas (Gina Farkas)	Gina Farkas	0%		Change Benefits for Life Event Change Emergency Contacts Edit Government IDs Enter Contact Information Enter Personal Information More (8)	
matt Rowsell	06/02/2020		Front of House Nandoca	Stevenage - Roaring Meg - Nandocas (Gina Farkas)	Gina Farkas	0%		Change Benefits for Life Event Change Emergency Contacts Edit Government IDs Enter Contact Information Enter Personal Information More (8)	

You will now be shown the detail of all the onboarding Nandocas, their progress and what tasks are outstanding.

