EMPLOYER SERVICES IOWAWORKS

CANDIDATE SEARCH

CANDIDATE SEARCH-JOB ORDER

Job Title	Employer Job Status	On-line Status	System Status	Created	Inactive After	Actual Close Date	Views	Applicants	Action	Select
Trailer Mechanic	<u>Veteran Hold</u>	on-line	Veteran Hold	6/21/2022	7/21/2022	N/A	0	٥	Copy Edit	
								(Delete Search by Job Criteria	
									Pre-fill Advanced Resume Search Applicants	
									Preview Template	

1. Search by Job Criteria:

Based **only** on the job order with no modification

2. Pre-fill Advanced Resume Search:

Pre-fill advanced résumé search that **can** be modified.

JOB CRITERIA

1. Search by Job Criteria Result: Based **only** on the job order with no modifications



JOD OIGEL 10423/37 - maner mechan

- Match Score- Job Skills
- Match Score- Specialized
- Salary
- Education level
- Veteran

ADVANCED RESUME SEARCH

2. Pre-fill Advanced Resume Search:

Pre-fill advanced résumé search that can be modified

	Quick	Advanced	Skills	Job Order	Number	
	[Desired Work Location Ranking Filter F	Residential Staff]				
			Sea	urch		
Salary	Desired Work Location					
Education Level	Desired Work Eduation					
Qualifications						
Employment Type	Area (click to change): Black Hawk County. JA					
Full Time / Part Time						
Veteran						
Drivers License Possession						
	Ranking criteria					
	Occupation					
Filtering criteria			ion that you wish candidates to have bee	n employed in the past or in which they are curre	ently looking for work.	
Remote Worker	Select where to search for selected ONET code					
Candidate Skills						
Candidate Tools and Technology	Bus and Truck Mechanics and Diesel Eng					
Keyword(s)	2					
Drivers License Type	[Choose an occupation Clear selected o	occupation]				
Drivers License Endorsement	If you would like to search by an occupation group, <u>Click Here</u> Occupational Experience					
Resumé Modification Date						
Shift Availability						
Minimum Age						
Travel						
Security Clearance						
Turing Decent						

ADVANCED RESUME SEARCH

2. Pre-fill Advanced Resume Result:

List of candidates display-skill matched, general requirement and specialized requirement score shows along with basic resume information

Your search found 500 résumé(s) that matched your search criteria.

Results View: Summary | Detailed

To sort on any column, click a column title.

Name and Location	Source	Résumé Title	Résumé Status	Résumé Modified Date	Education Level	Desired Salary	Skills Matched	General Requirements	Specialized Requirements	Action	Select
	IowaWORKS	A. O. HBI Resume #592158 (<u>View Résumé</u>)	Active, Online	06/20/2022 12:31:00 PM	Bachelor's Degree	\$16.75 hourly (Approx. \$35,000 annually) or more	8	2	(Details	0
	IowaWORKS	Analytical and detailed person with diverse background. #581322 (View Résumé)	Active, Online	06/17/2022 10:55:00 AM	Bachelor's Degree	\$28.75 hourly (Approx. \$60,000 annually) or more	(3)	255	3	<u>Details</u>	D

VIRTUAL RECRUITER

VIRTUAL RECRUITER

Recruitment Services			
Manage Jobs			
Candidate Search			
Manage Job Applicants			
Job Market Trends	Job Applicants	Favorite Candidates	Virtual Recruiter
Candidate Market Trends	99 Show All Jobs Filter Criteria		For help click the information ice
Virtual Recruiter		0 Records Found Create new Résumé Alert	

VIRTUAL RECRUITER

Quick	Advanced	<u>Skills</u>						
Desired Work Location								
Area (click to change): Bremer County, I	7							
Keyword(s)								
Keywords (e.g. Accountant):	Mechanid	Results View: Summary [To sort on any column, clic						
	Show Keyword Search Options	Name and Location	Source	Résumé Title	Résumé Status	Résumé Modified Date	Education Level	Desired Salary
Occupation		Mckinney, TX	lowaWORKS	Alfredo Talent #588189 (View.Résumé)	Active, Online	05/25/2022 06:59:00 PM	Bachelor's Degree	\$25.75 hourly (Approx. \$60,000 annual
Education Level		Plano, TX	lowaWORKS	Darrien Resume June 2022 #591082 (View.Résumé)	Active, Online	06/16/2022 11:12:00 AM	3 Year of College or a Technical or Vocational School	ANY
		COUNCIL BLUFFS. IA	lowaWORKS	maintenance #560887 (<u>Mex.Bésumé</u>)	Active, Online	05/13/2022 07:33:00 AM	1 Year of College or a Technical or Vocational School	\$24.00 hourly (Approx. \$50,000 annual
						H C Page 1 . of	1 P H	
						3 Record		
		3				Save this Can		
		If you would like to save t	this search oriteria th	at found these results and setup a sche	dule to be notifie	i when new candidates have	been found matching this criteria, click the Save search	button below.



VIRTUAL RECRUITER

Virtual Recruiter Information

*Title of Virtual Recruiter Alert:	Mechanic
*How often to run:	Daily 👻
*Notification method:	Message Center 🔲 Email 🔲 Text Message
Send Email when no résumés found:	
* Expires on:	09/20/2022

Last modified on:

Option 1: Select Current Location Contact(s)

To sort on any column, click a column title.

to solv on any column, on			
Select	Name	Email Address	Action
	Engelkes, Holly	hengelke@v	Edit
	R.	Text Message Option	
O	Strange, Samantha	sstrange@w	

*Time of day message to be sent: 01 • : 00 • AM •

Use Location Contact Text Message Phone Number(s)

To sort on any column, click a column title.

Select	Name
	Engelkes, Holly

- Local Business Engagement Consultant (BEC)
 - iaworks@iwd.iowa.gov 1-833-469-2967

•

•

QUESTIONS?

Sail - Lat

