

OLRS Communication

What? May 2013 Release Notes

Who? OLRS Professional Users

When? May 18, 2013

Message: On Saturday, May 18th, the system will be unavailable from 3:00 am to 6:00 am PDT for system enhancements implementation. During this time, the following enhancements are scheduled to be released in Insight and the Online Hiring Center (OHC). Please share this information with your OHC users who may be impacted.

Insight – Human Resources

Addition of Hired List

A new list will be added to the My HR Hires section and the List menu to show applicants that have been hired.

Req #	Req. Title	Hire Authorized	Emp #	Email	Start Date	Authorized Date	Emp. Record Created	Action
7564	Building Inspector	Awaiting Authorization			01/04/12	03/07/13	N	View Edit
7564	Building Inspector	Hire Authorized			01/04/12	03/07/13	N	View Edit
7564	Building Inspector	Employee Created			01/04/12	03/07/13	N	View Edit
7564	Building Inspector	Abrot, Raquel			01/04/12	03/07/13	N	View Edit
7564	Building Inspector	Abrot, Raquel			01/05/12	03/07/13	N	View Edit
TRAINING00026	Admin Secretary	Booher, Danell			07/26/11	03/07/13	N	View Edit
7564	Building Inspector	Abramvan, Anait			01/04/12	03/07/13	N	View Edit
TRAINING00026	Admin Secretary	Tester, Tom			07/31/11	03/07/13	N	View Edit
TRAINING00026	Admin Secretary	Biedermann, Randi			12/01/10	03/07/13	N	View Edit
7564	Building Inspector	Alfino, James			01/05/12	03/07/13	N	View Edit
7564	Building Inspector	Alexander, Luci			01/05/12	03/07/13	N	View Edit
7564	Building Inspector	acosta, steven			01/05/12	03/07/13	N	View Edit

Show 10 entries Showing 1 to 10 of 12 entries

Navigation: Insight > My HR > Hires section

Employee Name	SSN	Employee #	Email	Req #	Req Title	Department	Position Code	Position Title	Start Date	Authorized Date	Action
Abrot, Raquel				7564	Building Inspector	Information Technology			01/04/12	03/07/13	View Edit
Abrot, Raquel				7564	Building Inspector	Information Technology			01/04/12	03/07/13	View Edit
Hladik, Alan				1000030	HR Program Coordinator	Test Department O			04/23/12	03/07/13	View Edit
Abrot, Raquel				7564	Building Inspector	Information Technology			01/05/12	03/07/13	View Edit
Booher, Danell				TRAINING00026	Admin Secretary	Advanced			07/26/11	03/07/13	View Edit
Tester, Tom				TRAINING00026	Admin Secretary	Advanced			07/31/11	03/07/13	View Edit
Abramvan, Anait				7564	Building Inspector	Information Technology			01/04/12	03/07/13	View Edit
Biedermann, Randi				TRAINING00026	Admin Secretary	Advanced			12/01/10	03/07/13	View Edit
Barnes, Jodi				7564	Building Inspector	Information Technology			01/08/04	03/07/13	View Edit
Alfino, James				7564	Building Inspector	Information Technology			01/05/12	03/07/13	View Edit
Alexander, Luci				7564	Building Inspector	Information Technology			01/05/12	03/07/13	View Edit
acosta, steven				7564	Building Inspector	Information Technology			01/05/12	03/07/13	View Edit

12 records found. Page 1 of 1

Navigation: Insight > List > Hired

Online Hiring Center – Departments

Referred List Enhancements (post-phoned from March release)

The OHC Referred list page will be enhanced with features to make it easier to view information on the hiring process. The following changes will be made:

- A tabbed view of the page uses a separate tab to represent each stage in the hiring process. In the following figure, only candidates in the Referred stage are shown:

Referred (57)		Interview Scheduled (3)		Offer Pending (31)		Hired (4)		Rejected (2)		Rejection Pending (2)	
<input type="checkbox"/>	Name	Master Profile	Phone	Total Score	Referred Rank	Elig	Exp Date				
<input type="checkbox"/>	Baker, Tammy I		View	A: (908) 876-6789	408.80	1	12/31/13				
<input type="checkbox"/>	Biggs, Rudy		View		128.80	2	12/31/13				
<input type="checkbox"/>	Accent, Sue		View	P: (905) 786-9876	49.90	3	12/31/13				
<input type="checkbox"/>	app, online		View	P: (904) 555-1212	49.90	3	12/31/13				
<input type="checkbox"/>	banks, carla		View		49.90	3	12/31/13				
<input type="checkbox"/>	black, joe		View	P: (904) 558-8745	49.90	3	12/31/13				
<input type="checkbox"/>	Brown, Fred v		View	P: 908-876-9822 A: 897-786-7844	49.90	3	12/31/13				
<input type="checkbox"/>	Plum, Sandy		View	P: (904) 987-9876	49.90	3	12/31/13				
<input type="checkbox"/>	Accent, Sue		View	P: (905) 786-9876	48.80	4	12/31/13				

Navigation: OHC > select My Lists on the dropdown next to your name in upper right > view list

- Each stage tab shows the count of the total candidates in that stage.
- When the page opens, it will default to the first tab that has candidates.
- Each page will display 25 candidates.

Note: If there are 50 or fewer candidates on the entire referred list, you have the option of changing from tabbed view back to the classic view, by clicking on the 'Show List View' link. If there are over 50 candidates, then the link will not appear.

Reminders

ESSB 5860 – 3% Salary Reduction ends June 29, 2013

The temporary salary reduction which took effect July 1, 2011 is to end June 29, 2013. Language within job posting regarding the reduction should be removed. The salary listed on the posting should be reviewed and edited if it was listed with the 3% reduction included.

IE7 and Firefox16

Effective June 30, 2013, NEOGOV will no longer support Internet Explorer 7 (IE7) or Firefox 16 or below. Browsers that will be supported as of July 1st are:

- Internet Explorer 8, 9, 10
- Firefox 17, 18, 19

The message from NEOGOV stated:

“If you are using an older version of one of these browsers, it is time to update. But, don’t worry. It will not suddenly stop working as of July 1st. However as we move forward, we will no longer test features or code to the standards of older browsers. So, eventually some features may stop working if you haven’t upgraded.

In consistency with best practices in the industry and to provide quality service to our customers, our policy is to support the current release for Internet Explorer and Firefox, as well as the previous two versions. For job applicants, we will continue to support browsers used by 5% or more of job seekers.”

Questions or need assistance with the OLRs? Contact:

Service Center: (360) 664-6400

Email Contact: servicecenter@des.wa.gov

Want to review past communications? Visit [OLRS Notices](#) on the HR website.