How to .....

- Find a Person/candidate
- Add a candidate
- Enter Persons's work Requirements
- Add an existing CV to their record
- Create a new CV
- Complete a Questionnaire
- Notes
- References
- Entering availability, holiday and unavailability against a candidate
- Diary
- Creating Contact events
- Entering a registration/interview contact event
- History
- Entering new candidate’s payroll details
- Checking accrued holiday pay
- Entering a P45 date
- Progress
- Placements
- Timesheets
- Temp desks
- Photo
- Documents
- Managing Data for Privacy, Data Access Requests & GDPR
- Withholds

Back to Online User Guides

From:
https://phpddemo.iqxusers.co.uk/iqxhelp/ - **IQX**

Permanent link:
https://phpddemo.iqxusers.co.uk/iqxhelp/doku.php?id=ug1-00&rev=1512146147

Last update: **2017/12/01 16:35**