

February 17, 2009

Employ Florida Marketplace (EFM) Update

TOPIC: Unable to Close Job Orders

There have been several instances reported of not being able to close job orders. Geographic Solutions has been notified and is trying to fix the problem.

When the system was updated, a change occurred to the process of closing a job order. When a job order is searched for and the results obtained; instead of clicking the job order link (where you would only see the status link), staff will need to click the “Off-Line” link in the “Online Status” column. This will bring up a box with both the “Employer Status” and “Staff Status.” Staff can change the status here - but please be advised that it may have to be saved twice at this time.

Job Number	Job Title	Company Name	Create Date	Job Status	Online Status	Referrals	Action
9390194	Heavy Truck Mechanics	Waste Management	02/11/2009	On Hold	Off-Line	1	View

SEARCH CRITERIA: job number equals 9390194

Job Order Statistics

Job Title: Heavy Truck Mechanics
 Staff Status: On Hold
 Employer Status: Open and available
 Available Online: Off-line

Positions Available:	3	Number of Applicants Requested:	200
Applicants Hired:	0	Actual Applications Made:	1
Positions Remaining:	3	Applicant Balance:	199

Update Job Order Status

* Employer status:

* Staff Status:

* Release From Hold Date: 

* Reason:

If you have any questions, please contact Joan Losiewicz at (850) 245-7422 or via e-mail at Joan.Losiewicz@flaawi.com.

Thank you.

[AWI Information](#)

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