NEVADA AOSOS UPDATE

"An Information Exchange for Nevada One-Stop Offices and Affiliates"
Produced by the Department of Employment, Training and Rehabilitation
Workforce Investment Support Services

REMINDERS

"Confidential Resume": Customers wishing to have their resume information on the Internet to be confidential (not reveal their name, address and phone number) must list an email address on the Customer Detail/Gen. Info tab and list email as the method of contact on the Customer Detail/Add'l Info tab.

"Confidentiality Agreements": Are you aware that each time you log on to the Nevada JobConnect One Stop Operating System (OSOS) and click on START OSOS HERE you are agreeing to abide by the rules of the confidentiality agreement signed by you?

QUESTIONS AND ANSWERS

(Q) How often are job orders and resumes sent to America's Job Bank (AJB)?
(A) They are sent nightly.

(Q) After I enter my new Employer Contact Name, then clicked on save, I received a message stating the I need to enter my contact name and information. What do I need to do?
(A) Look at the contact list, check to see if there are blank fields on the next line after the contact name you just entered. If so, highlight the blank field and delete it.

(Q) When trying to 'save' I received the following message: "Version is invalid for this record or ELSE you are trying to update a record that has been deleted from the database." What does this mean?
(A) The message means that someone else already had the record open. They saved their work while you still had it open. When you tried to the save your changes, you will receive the above error message. Since this is a multi-agency system this was built in as a safe guard. In order to enter your changes to the record, you will need to leave the record, then do another search for it, make your changes, then save it.

OSOS BUG

We have discovered a bug that had been corrected by the application developers in a previous version of OSOS, which has re-appeared with the release of OSOS v. 3.0.01.

When one staff person records a referral on the "Referrals" tab in the Job Order module, and a result for that referral is data entered by a different staff person, the activity for the result (i.e. placement, not hired, FTR…), which is automatically generated on the "Activities" tab in the Customer module, is being credited to the staff person who entered the result rather than the staff person who made the original referral. We have reported this problem to the application developers and look forward to a quick resolution.

HELPFUL HINTS

To reduce the number of resumes you receive from job seekers who see your job orders on the AJB site, we recommend the following:

1. Do not leave the Referrals Requested field in the OSOS job order **blank**.

2. Consider a ratio of 3-5 referrals to one opening.

You can manage your job orders by limiting the number of referrals to send out for a particular job opening.

The more referral numbers you have, the more AJB resumes you will receive. Once an order goes to Referred status, it no longer displays on AJB.

ABOUT THIS PUBLICATION