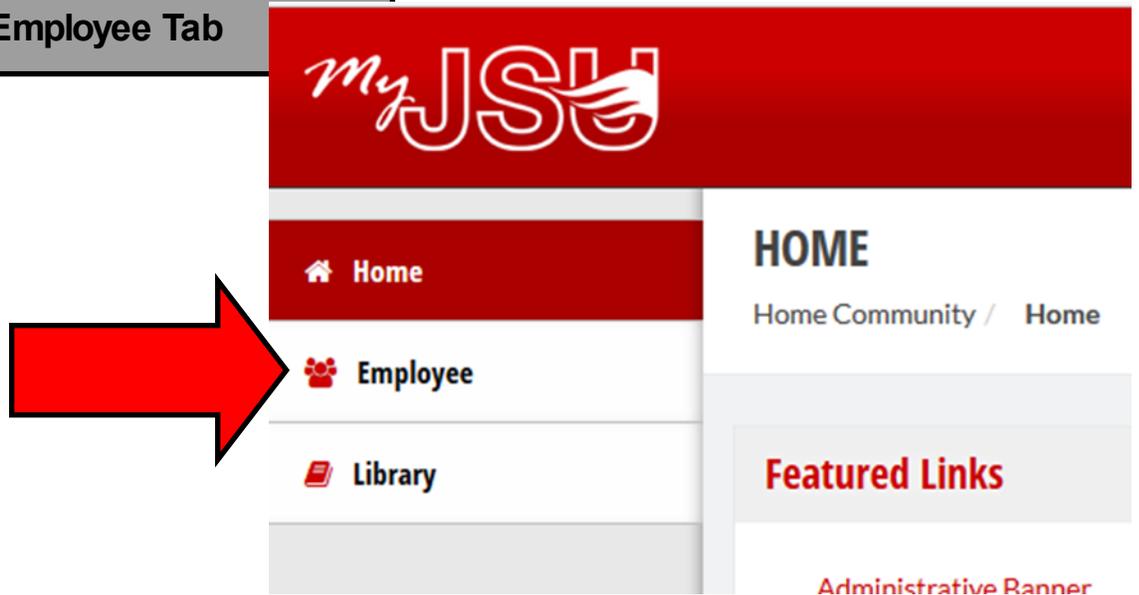


## PageUp Instructions For Viewing Applications: Search Committee

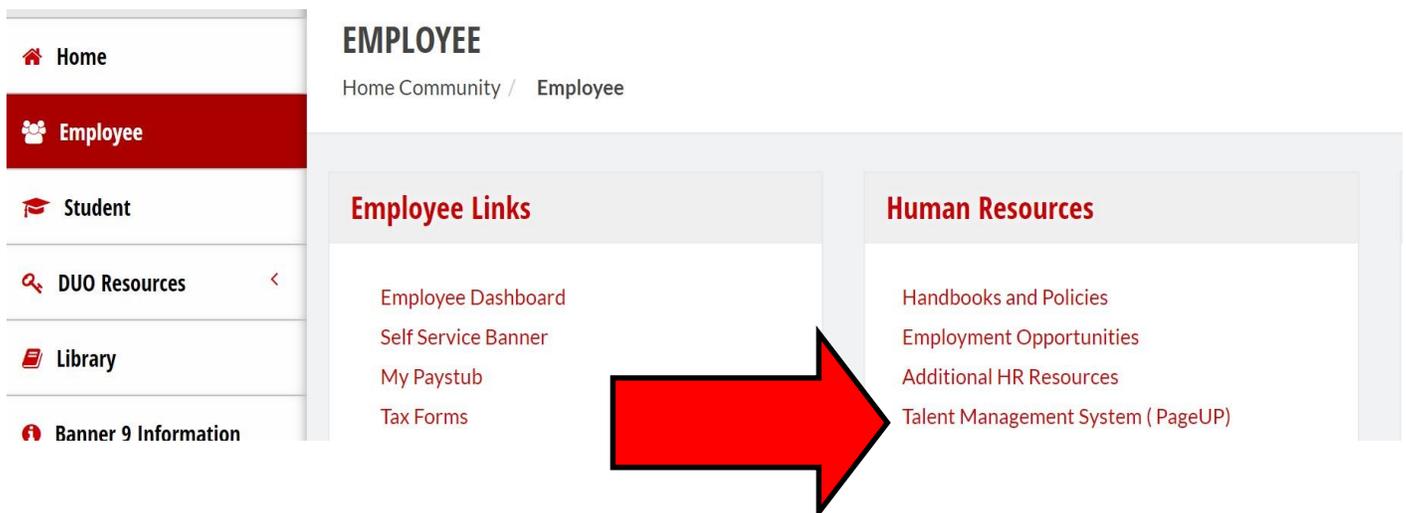
### Log into the system:

1. Login to your **MyJSU** Account
2. Select **Employee Tab**



### Under Human Resources:

3. Select Talent Management System (PageUp)



## PageUp Instructions For Viewing Applications: Search Committee



**Position Description**

[My position description](#)



**New job**

0 Jobs open

7 Team jobs open



**Applications**

0 Jobs have applicants for review

0 Applicants assigned to you for review



**Search committee review**

2 Jobs requiring panel review

**From Your PageUp Dashboard:**

4. Locate the **Search committee review** section
5. Select **Job requiring panel review**

**Under My search committee jobs:**

6. Locate the job

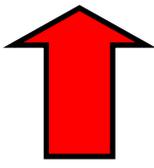
PageUp People XXXXXXXXXX ?

My search committee jobs

Posting Number	Date added	Status	Job title	User	Total applications	Your role	
494677	Feb 20, 2020	Forwarded to Department for Review	Clinical Nursing Instructor	EG	20	Search committee member	<a href="#">View Applicants</a>

**On the far right of the job information line:**

7. Select **View Applicants**
8. Click on the  icon to review the applicant's resume.
9. Click on the  icon to review application responses.



**Under Department Review**

  Emmanuel Kolo  
3 Jun 2019