

Job Openings Spreadsheet

Position #	Position Status	Original Date Position Opened	Recruitment Stage	Position Title	Department	Position Type	Position End Date (for Temporary or Contract positions only)	Hiring Manager or Decision Maker	Previous Incumbent (enter "New" for new positions)	Job Category
30	Filled	07-Jan-16	Posting Closed	Payroll Administrator	Operations	Regular, full-time		T. Mould	S. Low	Administrator
31	Filled		Posting Closed	Assistant to CEO	Administration	Regular, full-time		B. Lady	J. Placer	Assistant
31	Tilled	01-Jan-10	rosting closed	Assistant to CLO	Administration	Regular, Tull-tillle		b. Lauy	J. Placel	Assistant
32	Approved	01-Mar-16	Interviewing	Assistant to VP	Administration	Temporary, full-time	01-Dec-15	D. McDonald	New	Assistant
33	On hold	10-Apr-16	Screen Applications	Manager, Sales	Sales	Regular, part-time		B. Lady	C. Dirk	Manager
34	Open		Open & Advertise Position	Accountant	Finance	Regular, full-time		S. Rogers	S. Rogers	Specialist
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R	Minin ate fo Categ	r Job	Rate	kimum for Job egory	Commission Eligibility	Short-Term Incentive Eligibility %	Recruiting Difficulty (1-3) 3 = most difficult	Where Position was Advertised (List all websites, associations, media, etc.)	Benchmarking Who represents the perfect profile for this position?	Target Companies Where might someone with the perfect profile for this position be working?	Eligible for Relocation Assistance?	Position Filled by
										GHI Technologies, JKL		
\$	45	,000	\$!	55,000		5%	1	Online, Payroll Association	Internal - Sarah Khawal	Services	N	J. Barber
\$	55	,000	\$	65,000		0%	3	Online	None		N	S. Anton
\$	45	,000	\$!	55,000		0%	1	Online	DEF Industries - Peter Khan	DEF Industries	N	
\$	75	,000	\$ 9	90,000	60%/40%	0%	2	Online, Sales Association	None		Υ	
\$	65	,000	\$	75,000		0%	2					



Job Openings Spreadsheet

Recruitment Closed Date	Time to Hire (days)	New Hire Start Date	Starting Base Salary	Estimated Wages for recruiting & hiring the final incumbent	Recruiting Costs Online	Recruiting Costs - Search Firm Fees/Expenses	Recruiting Costs - Print	Recruiting Costs Employee Referral Bonus	Recruiting Costs - Total	Recruiting Source Category	Recruiting Source Details
10-Feb-16	34	03-Mar-16	\$ 52,500	\$ 1,587	\$700	\$ -	\$ -		\$ 2,286.54	LinkedIn	
10-Feb-16	40		\$ 57,000				Ť			Position	Applicant for positi
				\$ 1,984	\$650 \$750					FaceBook LinkedIn	
				\$ 2,409 \$ 2,049				\$1,000	\$ 3,159.00		Referred by James
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