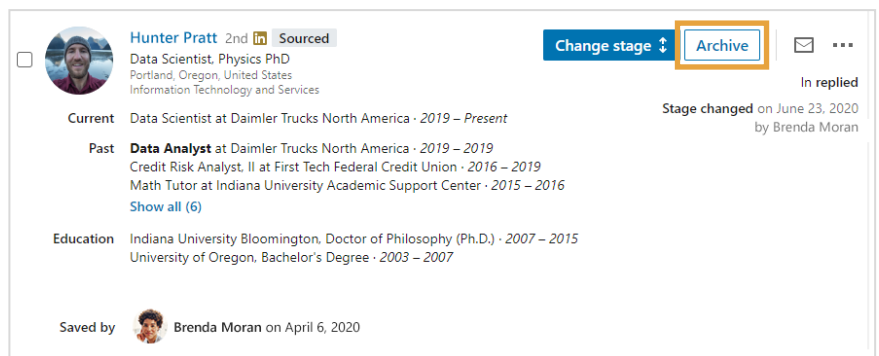


Mengarsipkan Kandidat di dalam Pipeline

Ketika Anda memutuskan bahwa seorang kandidat tidak cocok untuk sebuah peran, Anda dapat mengarsipkan mereka untuk mengeluarkan mereka dari pipeline. Ini merupakan cara mudah untuk membuat daftar kandidat yang sedang dipertimbangkan tetap terbaru. Mengarsipkan kandidat tidak mengirimkan notifikasi, tidak seperti ketika menolak seorang pelamar. Archive merupakan tindakan yang hanya ada di Recruiter untuk membuat pipeline Anda teratur.

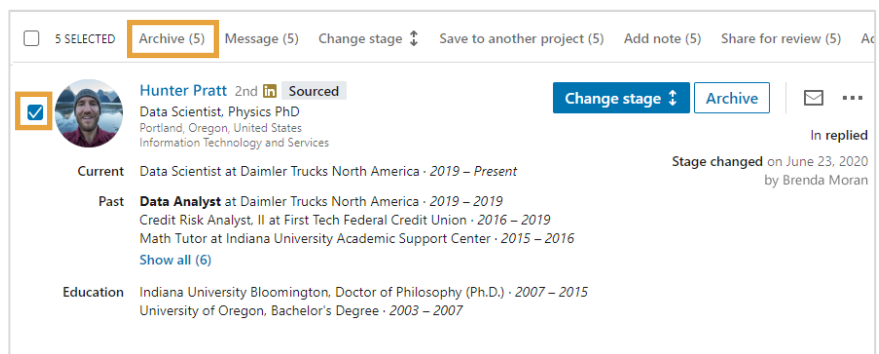
Untuk mengarsipkan seorang kandidat di dalam pipeline proyek, klik tombol **Archive** yang ada di samping profil kandidat.



The screenshot shows a candidate profile for Hunter Pratt. At the top right, there is a 'Change stage' dropdown menu and an 'Archive' button, which is highlighted with an orange box. Below the profile, there are sections for 'Current' (Data Scientist at Daimler Trucks North America), 'Past' (Data Analyst at Daimler Trucks North America, Credit Risk Analyst at First Tech Federal Credit Union, Math Tutor at Indiana University), and 'Education' (Indiana University Bloomington, Doctor of Philosophy (Ph.D.), University of Oregon). The profile is saved by Brenda Moran on April 6, 2020.

Untuk mengarsipkan beberapa kandidat sekaligus di dalam pipeline proyek:

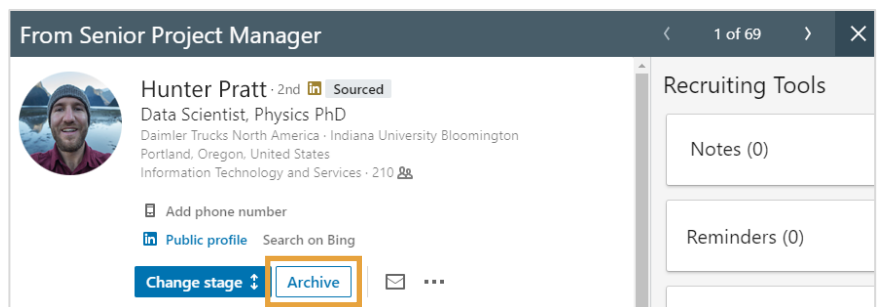
1. Klik kotak centang di samping profil kandidat yang ingin Anda masukkan ke dalam arsip.
2. Klik **Archive** di bagian atas.



The screenshot shows a list of candidates in a recruitment pipeline. At the top, there is a '5 SELECTED' indicator and an 'Archive (5)' button, which is highlighted with an orange box. Below the list, the profile for Hunter Pratt is visible, with the 'Archive' button also highlighted with an orange box.

Dari bagian mana pun di proyek:

1. Klik nama kandidat untuk mengakses panel profil.
2. Klik **Archive**.



The screenshot shows a candidate profile accessed from a project manager's view. The 'Archive' button is highlighted with an orange box. The profile includes a header 'From Senior Project Manager', a navigation bar with '1 of 69' and a close button, and a 'Recruiting Tools' sidebar with 'Notes (0)' and 'Reminders (0)'. The candidate's name is Hunter Pratt, and his current role is Data Scientist at Daimler Trucks North America.

Untuk mengeluarkan profil dari archive:

1. Di pipeline proyek klik **Archived candidates**.
2. Klik **Unarchive**.
3. Pilih tahapan yang cocok dari menu.

The screenshot displays the LinkedIn Talent Pool Pipeline interface. At the top, there are tabs for 'Talent pool', 'Pipeline', and 'Project settings'. Below the tabs, there is a search bar and a filter icon. The main content area shows a list of candidates, with one candidate, Hunter Pratt, highlighted. The candidate's profile includes their name, title, location, and a list of work experiences. A dropdown menu is open over the 'Unarchive' button, showing three options: 'uncontacted', 'contacted', and 'replied'. The 'Archived candidates' tab is selected in the left sidebar, and the 'Unarchive' button is highlighted with an orange box.

My pipeline	Search candidates by name or keywords	All filters
All active candidates 27	1 RESULT	Sort by: Last modified 1 - 1
Archived candidates 1	<input type="checkbox"/> Hunter Pratt 2nd Sourced	Unarchive ↓
uncontacted 20	Data Scientist, Physics PhD Portland, Oregon, United States Information Technology and Services	uncontacted
contacted 5	Current Data Scientist at Daimler Trucks North America · 2019 – Present	contacted
replied 2	Past Data Analyst at Daimler Trucks North America · 2019 – 2019 Credit Risk Analyst, II at First Tech Federal Credit Union · 2016 – 2019 Math Tutor at Indiana University Academic Support Center · 2015 – 2016 Show all (6)	replied
	Education Indiana University Bloomington, Doctor of Philosophy (Ph.D.) · 2007 – 2015 University of Oregon, Bachelor's Degree · 2003 – 2007	In archived June 23, 2020 Brenda Moran
	Saved by Brenda Moran on April 6, 2020	