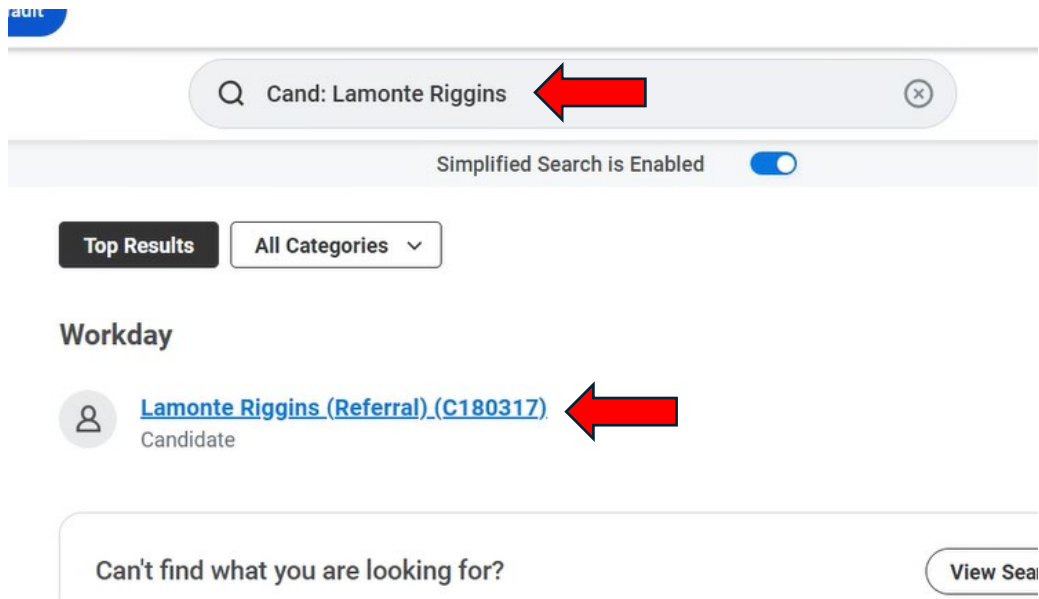
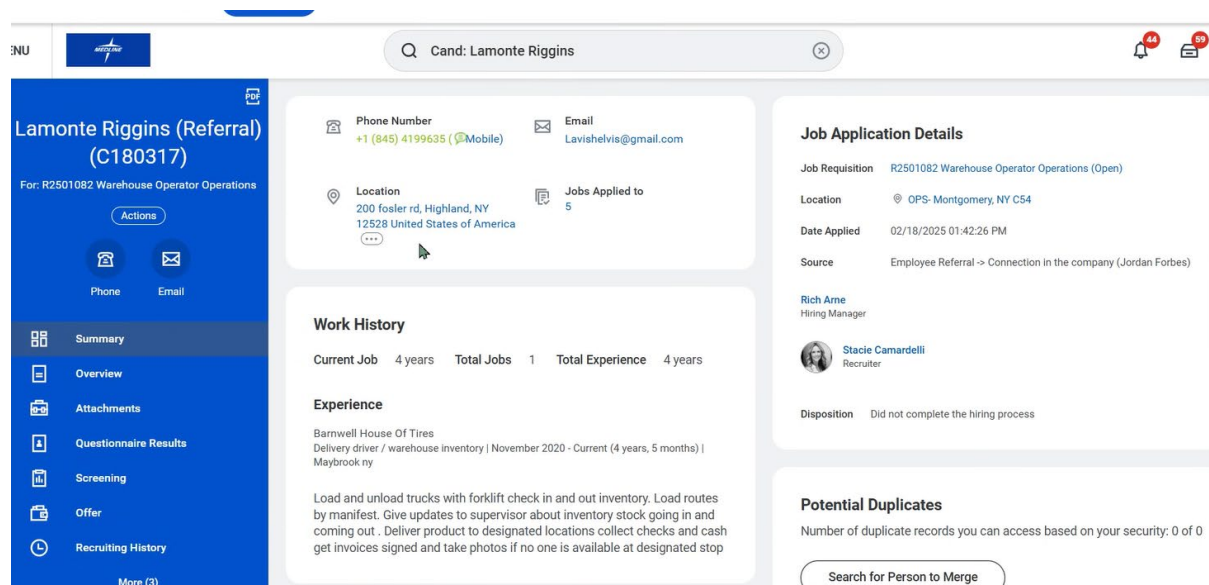


How to Reactivate a Job Application for an Employee after they have been Rescinded

- After logging into WorkDay you will want to find your candidate in the search bar and hit enter
 - The screen below will come up and you will want to click on the candidate's name to bring up their profile



- The screen below will pop up



- You will want to click on the blue “Action” button and then hover over “Job Application”

Lamonte Riggins (Referral) (C180317)
For: R2501082 Warehouse Operator Operations

Actions

- Business Process
- Candidate Actions
- Job Application**
- Favorite
- Duplicate Management

Phone Number
+1 (845) 4199635 (Mobile)

Email
Lavishelvis@gmail.com

Location
200 fosler rd, Highland, NY
12528 United States of America

Jobs Applied to
5

Candidate
Lamonte Riggins (Referral) (C180317)

Contact

Email Lavishelvis@gmail.com

Phone +1 (845) 4199635 (Mobile)

Latest Experience

Barnwell House Of Tires
Delivery driver / warehouse inventory | November 2020 - Current (4 years, 5 months) | Maybrook ny

Load and unload trucks with forklift check in and out inventory. Load routes by manifest. Give updat

- The below screen will come up after hovering over “Job Application.” You will then want to click on “Reactivate Job Application.”

Lamonte Riggins (Referral) (C180317)
For: R2501082 Warehouse Operator Operations

Actions

- Business Process
- Candidate Actions
- Job Application**
- Favorite
- Duplicate Management

Phone Number
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Location
200 fosler rd, Highland, NY
12528 United States of America

Jobs Applied to
5

Candidate
Lamonte Riggins (Referral) (C180317)

Copy Job Application

Edit Job Application

Reactivate Job Application

Phone +1 (845) 4199635 (Mobile)

Latest Experience


Barnwell House Of Tires
Delivery driver / warehouse inventory | November 2020 - Current (4 years, 5 months) | Maybrook ny

- The below screen will then pop up and you will want to click into “Job Application”

Phone Number Email Close

Reactivate Job Application

Candidate * Lamonte Riggins (Referral) (C180317)

Job Application * 

Cancel OK


Disposition Did not






- Once you click into “Job Application,” a list of reqs will pull up, and you will want to click into the req that you want to reactivate the candidate in

Reactivate Job Application

Errors: 1 View All

Candidate * Lamonte Riggins (Referral) (C180317)

Job Application * Search 

- ☐ Class B Driver 
- ☐ Delivery Driver 
- ☐ Warehouse Operator 
- ☐ Warehouse Operator 
- ☐ Warehouse Operator Operations 

Cancel OK

Disposition Did not

- You can see the req number if you click on the three ellipses (aka twinkie)

Recruiting Event

Job Application: Lamonte Riggins (Referral) - R2501082 Warehouse Operator Operations (C180317) on 02/18/2025

Subject Lamonte Riggins (Referral) - R2501082 Warehouse Operator Operations (C180317)

Overall Status Process Terminated

Initiated On 02/18/2025 01:42:26 PM

Effective Date 02/18/2025

Cancel OK

Disposition Did not

- After you have chosen your req, you will then want to click “OK”

Reactivate Job Application ✕

Candidate

* Lamonte Riggins (Referral) (C180317)

Job Application

* Warehouse Operator Operations

Cancel

OK

- After you click “OK” the below screen will come up and you will want to enter a comment to why you are reactivating the job req and then click “Submit”

Contact

Email  Lavishelvis@gmail.com

Phone  +1 (845) 4199635 (Mobile)

Latest Experience

Barnwell House Of Tires
Delivery driver / warehouse inventory | November 2020 - Current (4 years, 5 months) | Maybrook ny

Load and unload trucks with forklift check in and out inventory. Load routes by manifest. Give updates to supervisor about invoices signed and take photos if no one is available at designated stop

enter your comment



Candidate no called no showed and branch decided to move forward with the candidate.

View Comments (2)



Nisa Tejeda-Vittorio

1 week ago

No Show
No Show > No Show



Jessica Campbell

1 week ago

Candidate no showed to orientation.



Submit

Cancel

- Google Chrome isn't your default browser [Set as default](#)

MENU

Lamonte Riggins (Referral)
(C180317)

For: R2501082 Warehouse Operator Operations

Actions

Phone

Email

Summary

Overview

Attachments

Questionnaire Results

Screening

Offer

Recruiting History

More (3)

Cand: Lamonte Riggins

Ph
+1

Lo
20
12

Event sent back

Up Next: Jessica Campbell | Make Background Check Decision

[View Details](#)

Review

Active Job Applications (1)

Lamonte Riggins (Referral) - R2501082 Warehouse Operator Operations (C180317)

Location: OPS- Montgomery, NY C54 | Date Applied: 02/18/2025

Background Check

Actions

Decline These Applications

Move Forward

Decline

Rich Arne
Hiring Manager

Stacie Ca
Recruiter

In Progress 1 ite

Step

Backgr