

Creating a stored selection containing the combined results of previous stored selections

To create a single stored selection list, by combining multiple stored selections, follow the steps below:

- Retreive the first stored selection you wish to base your overall stored selection upon
- Go back to the stored selection screen, click Save and create a New list with Add all
- Retreive the next stored selection you wish to add to your overall stored selection
- Go back to the stored selection screen, click on the name of the stored selection YOU created in step two, click Save and select Add to Current with Add All. This will combine the first stored selection retreived with the second, to make one single stored selection, containing details from both selections.
- Continue to repeat the steps outlined above for as many stored selections you wish to combine as needed.

Selection tab.

Searching for candidates by skills from a vacancy. Looking for records / Keyname look-up.

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