Job Requirements Configuration

How to link a Job Requirements

Link the licences required by an employee’s current job/position. The licences linked here will display accordingly on the employee’s licence dashboard.

Path: Modules | Job Management | Job Profiler | Requirements Profile | Licences

From the licence definitions catalogue, select the licences required for the employee’s job profile. Licences listed here will also reflect on an employee’s PDP/IDP.

- Click **‘Add a licence’**.
- Select a licence from the licence definitions catalogue.
- Indicate if the licence is mandatory or not.
- Selected the appointment category that the licence should apply to (required for).



Figure 21: Job profile licence requirements

Revision #1
Created 2021-03-27 15:46:48 UTC
Updated 2021-03-27 15:47:02 UTC