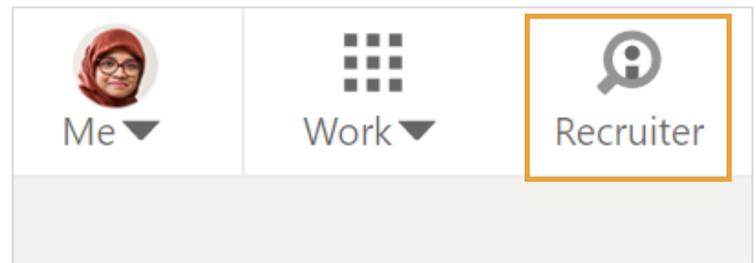


在 Recruiter 中尋找已分享的執行專案

擁有權限即可快速評價人選、在他們的個人檔案上留下備註，並且提供招募團隊意見反映。如果您在招募流程中是較為積極的角色，徵才經理的權限也能讓您協助組織團隊的人選徵才流程，以及拒絕職缺應徵者的訊息。一切都從登入 Recruiter 及找出您已分享的執行專案開始。

1. 登入您的 Recruiter 帳戶。按一下 LinkedIn.com 帳戶右上方的放大鏡圖示，或前往 www.linkedin.com/recruiter，並輸入您的 LinkedIn 憑證。



以相同的使用者名稱和密碼存取 LinkedIn.com 和 Recruiter。

2. 登入後，您會進入 Recruiter 首頁。您可在首頁輕鬆存取任務和最近查看的執行專案。按一下執行專案，找出已與您分享的執行專案。

首頁會顯示您最近瀏覽過的執行專案。已與您分享但您尚未瀏覽過的執行專案不會顯示在此頁面。

如要查看所有已新增您的執行專案：按一下執行專案分頁 或按一下查看全部

按一下提供個人檔案意見反映以查看與您分享的待評價人選個人檔案清單。

The screenshot shows the LinkedIn Recruiter interface. The top navigation bar includes the LinkedIn logo, 'RECRUITER', and 'Projects'. A search bar is present with the text 'Start or continue new search here'. The main content area is divided into a sidebar and a main panel. The sidebar contains a profile card for 'Nafisa Odeh' at 'Enigma Corp.' and a 'Recent projects' section. Below this is a 'TASKS' section with options: 'Give profile feedback', 'Review profile feedback', and 'Reminders'. The main panel displays 'Recent projects (2)'. The first project is 'HR Manager - Denver CO' (ID: 384421228), viewed 14m ago, located in Denver, Colorado, created 34m ago, owned by Colene Kremers, with 0 candidates in pipeline. The second project is 'Senior Project Manager' (ID: 351112692), viewed 31m ago, remote in Portland, Oregon, created 5m ago, owned by Karina Bieker, with 70 candidates in pipeline. A 'View all' link is located at the top right of the projects list.

按一下專案標題以查看該執行專案。

3. 在執行專案頁面中，您可以查看、排序、篩選及搜尋所有已新增您的執行專案。如果您找不到特定專案，請聯繫您的招募專員，請他們協助您找出執行專案。

按一下徵才廣告以查看所有具備徵才廣告的執行專案，或指定徵才廣告狀態為開放、草稿、已關閉或審核中的執行專案。

如要找出特定執行專案，請使用關鍵字或片語搜尋，或是使用地點、專案負責人，或執行專案狀態篩選。

The screenshot displays the LinkedIn Recruiter interface for the 'Projects' section. At the top, there's a search bar with the text 'Start or continue new search here'. Below it, the page title is 'Projects (3)'. A filter bar shows 'Show me projects with:' followed by a dropdown menu set to 'Job post', a 'Shared applicants' button, and a 'Clear' button. The main content area is divided into a left sidebar for filters and a right pane for project listings. The sidebar includes a 'Reset filters' button, a search box for projects, and filter sections for 'Location' (with options for Denver, Austin, and Portland), 'Owner' (with options for Colene Kremers, Karina Bieker, and Max Lotz), and 'Project status' (with options for Active and Archived). The project listings on the right show three projects: 'HR Manager - Denver CO', 'Senior Project Manager', and 'Data Analyst - Austin TX'. Each listing includes details like location, creation time, owner, and candidate pipeline status.

Project Name	ID	Location	Created	Owner	Job Status	Recommended Matches	Candidates in Pipeline
HR Manager - Denver CO	384421228	Denver, Colorado, United States	Created 2h ago	Colene Kremers	Active	Recommended matches (active)	0 candidates in pipeline
Senior Project Manager	351112692	Remote - Portland, Oregon, United States	Created 5mo	Karina Bieker	Draft	Recommended matches (active)	70 candidates in pipeline
Data Analyst - Austin TX	384421220	Austin, Texas, United States	Created 2h ago	Colene Kremers	Active	Recommended matches (active)	0 candidates in pipeline