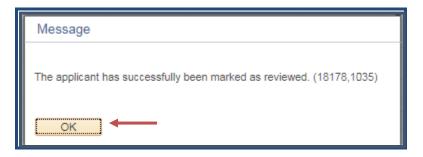
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Clicking on the \tilde{o} **Resume** \ddot{o} ieqp y kndtkpi wr y g crrdecpwutguwo g kp y g attached format (i.e. Word, PDF, etc).

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5. You will receive a pop-up window indicating that you are successful. Click **OK**.



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You can also add comments.

If you would like to notify the applicant via the system, click **Notify Applicant**

Then, enkemõSubmitö0

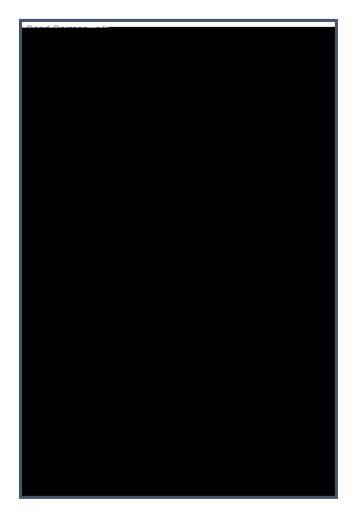
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10. You will receive a message that you have succesfully submitted interview details. Click **OK**.

11. Notice the crrnlecpvj cu dggp o qxgf vq vj g õ**Interview**ö vcd0 J gtg {qwecp ugvwr additonal interviews, and/or reject the applicant.

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17. Finally, you will see a pop-up window that confirms you have successfully rejected the candiate.

Click OK.

Message
You have successfully rejected this Applicant. (18178,1100)
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23. Contact Human Resources for the next steps in the hiring process.