



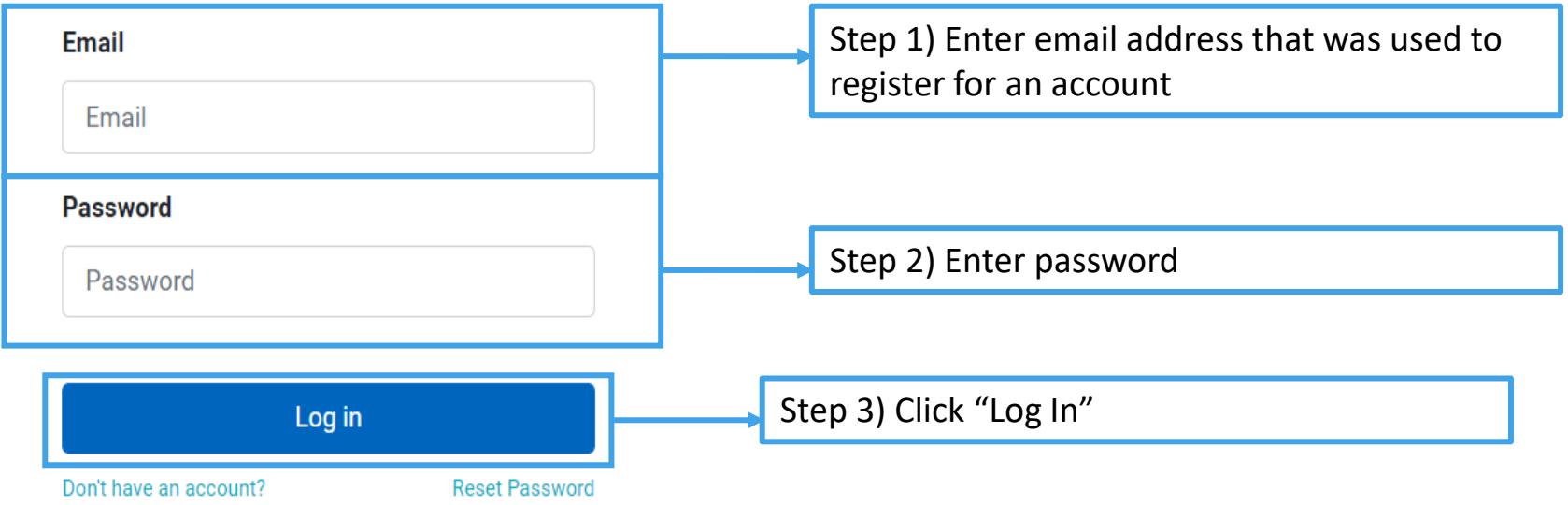
ASPRI ManpowerConnect User Guide

Last updated: 25 Mar 2021

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Log-in Page



Find Candidate



Resource Finder

Step 1) Click on "Find Candidate"

Years of Experience

Educational Level

Industry

Expected Salary Range

Nationality

Step 2) Click on any of the fields to skew your search

Step 3) Click on "Search"

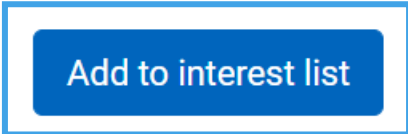
Add Candidates to Interest List

Search Result

Candidate	Skill	Nationality	Expected Salary	Total Years of Experience	Highest Educational	Past Work Industry
<input type="checkbox"/> Xavier Lo Yuan Chin	Engineering / Technical	Singaporean	S\$3,000 to S\$3,999	1 to 3	Degree	Marine.
<input type="checkbox"/> Muhammad Hasif Bin Mohd Ali	Engineering / Technical	Singaporean	S\$2,000 to S\$2,999	1 to 3	Diploma	Manufacturing.
<input checked="" type="checkbox"/> Jane Doe	Engineering / Technical	Singaporean	S\$2,000 to S\$2,999	1 to 3	"O" Level	Building & Construction.
<input checked="" type="checkbox"/> Mary Doe	Engineering / Technical	Singaporean	S\$1,000 to S\$1,999	1 to 3	NITEC / Higher NITEC	Aerospace.



Step 1) Check the box(es) should you find any suitable candidate(s)



Step 2) Click on "Add to Interest List"

Shortlist Candidates for Interview



Request Candidate

Candidate	Skill	Nationality	Expected Salary	
<input type="checkbox"/> Jane Doe	Engineering / Technical	Singaporean	S\$2,000 to S\$2,999	
<input checked="" type="checkbox"/> Mary Doe	Engineering / Technical	Singaporean	S\$1,000 to S\$1,999	



Step 1) Check the box(es) should you want to shortlist them for an interview

Shortlist for Interview

Step 2) Click on "Shortlist for Interview"

Click on bin icon if you wish to remove candidates from Interest List

Request for Interview

Request for Interview

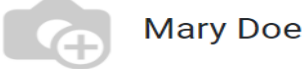
Your request for the selected candidate has been received. Check each of their message in the table below.

RFI Sequence	Candidate	Message
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RFE000007	(ID: 102) Mary Doe	Successfully added to RFI
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Step 1) Click on link for a chat with ASPRI on the follow actions



PROCESSING

Nationality	Singaporean
Expected Salary	SS1,000 to SS1,999
Total Years of Experience	1 to 3
Skill	Engineering / Technical
Past Work Industries	Aerospace.
Highest Educational	NITEC / Higher NITEC
Place of Stay (Clearance)	No
Date of Import	
Date of Removal	

Step 2) Advise ASPRI on the next step of action (i.e. request for CV)

ASPRI will follow up henceforth from this stage onwards

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Message and communication history
2 comments

Write a message...
Send



End of User Guide