

## System Report - Job Orders to Close

This report shows orders that will be closing soon. The report defaults to all orders for your job center for orders closing within 30 days.

**JobNet Business - Job Orders to Close**

For:

\* Closing Within:  Days (Enter a value up to 30 days)

Job Center:

Order Responsible Staff:

Search Results: 41 Row(s) found

Staff Name	Effective Date	Job Order Site Trade Name	Title	JO Number	SUP
Burrzinski, Brian	01/14/2004	TEST	Test	<a href="#">0045215</a>	
Burrzinski, Brian	01/15/2004	HARTFORD HEALTHCARE CENTER	RN Supervisor	<a href="#">0045235</a>	
Burrzinski, Brian	01/28/2004	TEST	Equipment Maintenance Worker NAF # 17-04	<a href="#">0045236</a>	
Williamson, Linda	04/12/2005	TEST COMPANY4	Driver	<a href="#">0046173</a>	X
McCarthy, Dan	05/23/2005	APPLE 2	Apple Picker	<a href="#">0046192</a>	
Bond, Dan	06/03/2003	BEST MARK INC	Test AAAAss	<a href="#">0042991</a>	
JobsStaff, Admin	06/06/2005	TEST PAT H ALTERED SITE	tester	<a href="#">0046212</a>	
JobsStaff, Admin	06/07/2005	APPLECORE SITE	Employer Updated Order	<a href="#">0046224</a>	
JobsStaff, JobOrder	06/07/2005	THE APPLE GROVE, LLC	Apple Tester	<a href="#">0046214</a>	

You can change the job center or limit the report to a specific Order Responsible staff by clicking that option in the dropdown box. To limit the report to job orders closing in a specific time period simply type the number of days you are looking for in the box and click the **Search** button.

The report can be sorted by Staff Name, Job Order Effective Date, Site Trade Name, Job Title, Job Order Number or Suppression indicator by clicking any of the column headings.

An 'X' in the Suppressed Order column indicates those orders where the employer does not wish to be identified to jobseekers.

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