

The Internal Submissions List, also referred to as the Shortlist, is your one-stop source for all nearly all candidate hiring process activity - both for active candidates in your pipeline and new lead online responses. You access the Submissions List from the Bullhorn menu, under Home. The Submissions list displays all candidates ever attached to a job, whether by submission or web response, in one central location. If a candidate has applied or has been submitted to multiple jobs, you'll see their name listed once for each job. Likewise, if multiple candidates have applied or have been submitted to the same job, you'll see the job listed once for each candidate.

Select check boxes to take actions against multiple submissions at once (e.g., email candidates, contacts, move web responses to submissions, etc.)

Click the binoculars to view the submission preview slideout, which displays information about both the candidate and job involved

Click a candidate's name to open their record

Click a job title to open its record

Perform basic and advanced submission searches

Filter the list by submission status (Internally Submitted, Web Response, etc.) to refine your data

Compare the candidate's resume/CV with the job description

Move candidates through the hiring process directly from the Actions drop-down on the preview slideout

<input type="checkbox"/>	Candidate	Job	Status
<input type="checkbox"/>	Brianna Taylor	Java Architect	Internally Submitted
<input type="checkbox"/>	Pramod Sarraf	Java Architect	Internally Submitted
<input type="checkbox"/>	Elena Ramos	Senior Graphic Designer	Internally Submitted
<input checked="" type="checkbox"/>	Lindsey Sampson	Senior Graphic Designer	Internally Submitted
<input type="checkbox"/>	Selena Edmund	Senior Graphic Designer	Internally Submitted
<input type="checkbox"/>	Franky Maria	Support Analyst	Internally Submitted
<input type="checkbox"/>	Jason Farley	Java Developer	Internally Submitted
<input type="checkbox"/>	Joseph Gorman	Customer Service Rep	Internally Submitted
<input type="checkbox"/>	Rita Marga	Customer Service Rep	Interview Scheduled
<input type="checkbox"/>	Susan Delgado	Project Manager	Internally Submitted

Internal Submissions #155

Search

Actions

DETAILS HISTORY (1) CANDIDATE JOB

Lindsey Sampson
39 Auburn St # 4 Brookline, MA 02446 Phone 617-551-1226 ext 126
bullhorn@bullhorn.com

PROFESSIONAL HISTORY
12/2000-Present- Bullhorn, Inc., Boston, MA
Account Executive

- Identified clients, account mgmt, training, up selling.
- Co-Wrote user manuals and wrote training manuals
- Worked with Product Development to develop the staffing product
- Worked with Account Managers to help support clients
- Brought in new clients
- Supported clients-training- met with them to develop best solution- set up accounts
- Worked closely with Development team to Develop BHS- internal processes- account set up
- Worked closely with Account Management team in supporting clients, sales

05/2000-11/2000- Winter Wyman, Boston, MA
Refer.com, Boston, MA- 09/2000- 11/2000
Why.com, Cambridge, MA- 05/2000- 09/2000
Senior Sales Rep