

Change Implementation

Implementation Update

Project Name: Universal Jobmatch

Reference: IU 016 BD

Date: 13 November 2012

Business:

Pensions	Benefits	Work Services	Contracted Customer Services	Contact Centre Services	Operational Excellence
	✓				

Audience:

For all users of the Universal Jobmatch service from 19 November 2012

	Update	For action/information
1	LMS changes: clarifications following UJ 13 memo	Information
2	Vacancy follow up on LMS for DMA purposes	Action and information
3	Communications update	Information
4	Further communications this week	Information

Personal details redacted as Section 40 (2) of the Freedom of Information Act applies – Personal Information

1. LMS changes- clarifications following UJ 13 memo

Some amendments/updates have been made to the information contained in memo UJ 13 issued last week:

Employer records and vacancies held on LMS prior to 19 November will still be visible and will show as duplicate/closed respectively.

2. Vacancy follow up on LMS for DMA purposes

Following the implementation of Universal Jobmatch all existing employer records on LMS will be marked as duplicate and any associated vacancies will be closed.

However, following go live; staff will need to continue following up any outstanding matched vacancy submissions on LMS with JSA claimants. Please note that although these vacancies have been closed on LMS, this is a forced closure date, therefore staff will need to refer to the original closing date within the vacancy's "Sub Arr" and/or "Sub Info" windows when following up with the claimant.

Any DMA referrals as a result of this activity can be made in the usual way.

- Universal Jobmatch will go-live on Monday 19 November 2012.

3. **Media Launch and local external communications**

Universal Jobmatch will be launched in the media during the week of 19 November. The exact date for the external media launch is still to be confirmed.

4. Further communications this week

A further set of implementation updates will be issued on Wednesday 14 November with updates on: Management Information, IVR messages, update on Universal Jobmatch icons, Universal Jobmatch terms and conditions and planning activities for Overseas Vacancy Teams.

Contact Us	OPD Change Team : National Change Implementation Lead - Universal Jobmatch		
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