

Change Implementation

IMPLEMENTATION UPDATE

Project Name:		Universal Jobmatch						
Go-Live Date:		19 November 2012			Project Number:		J2414	
Update Number:		IU 043	Issue Date:		16.01.2013	Version Number:		1
Senior Responsible Owner (SRO):			Myrtle Lloyd					
Business: DWP								
Pensions	Benefits	Work Services Directorate	Contact Centre Services	FIS	OED	NINO	Contracted Customer Services Directorate	
		✓						
Audience: Work Services Directorate								
<ul style="list-style-type: none">DM'sAll Jobcentre staff who use the UJ serviceNEST								

	Update	For action/information	Timing
1	Jobpoints	Information	Immediate
2	New 'Jobsearch' checks	Information	Immediate
3	Security Procedures when using the UJ account	Information	Immediate

Update:

- Jobpoints** – There is a known problem with the way some jobs are displayed and printed from Jobpoints. An incident has been raised with the service provider and a resolution is being worked on. Please continue to report these types of incidents through the normal Contact Us channel.
- Employers using UJ Self Service online - additional Checks for Employers introduced** – The Implementation Update memo (IU 040) referred to additional checks introduced for employers who undertake a 'jobseeker search' prior to posting a job. To confirm the following:-
 - Employer inputs vacancy/skills required into UJ and runs a 'jobseeker search'
 - Employer will receive a message informing them the 'jobsearch' will be reviewed and the matches will be available within 24 hours
 - The approval will be actioned by CCS Helpdesk
- Security Procedures when using the UJ account** – A number of concerns have been raised around 'security' when using the UJ service. I would like to remind all staff the UJ ICON is for business related access only. Staff should only access their own UJ account or perform their own jobsearch in their own time; you can do this by selecting the Mozilla Firefox ICON on your desktop and select Gov.UK.

To Note: Implementation Update IU 013 & IU 022 provides more detail.

If you have any queries about this communication, please contact your Local Change Team as follows:

Contact Us	OPD Change Team		
	Team Project Lead		
	Telephone		