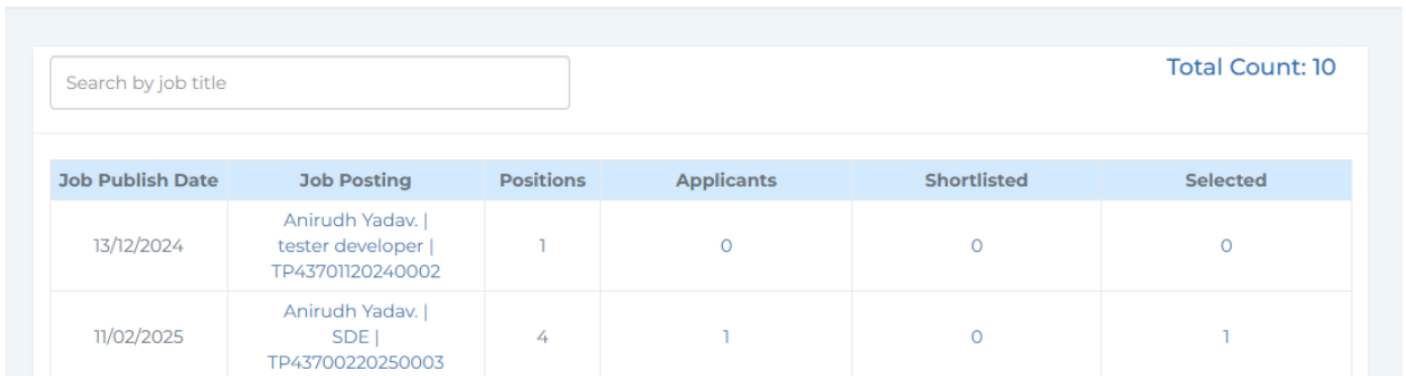


# Helpdesk Support: Applicant Tracking System (ATS)



The screenshot shows the ATS interface with a search bar labeled "Search by job title" and a "Total Count: 10" indicator. Below the search bar is a table with the following data:

Job Publish Date	Job Posting	Positions	Applicants	Shortlisted	Selected
13/12/2024	Anirudh Yadav.   tester developer   TP43701120240002	1	0	0	0
11/02/2025	Anirudh Yadav.   SDE   TP43700220250003	4	1	0	1

## Manage ATS

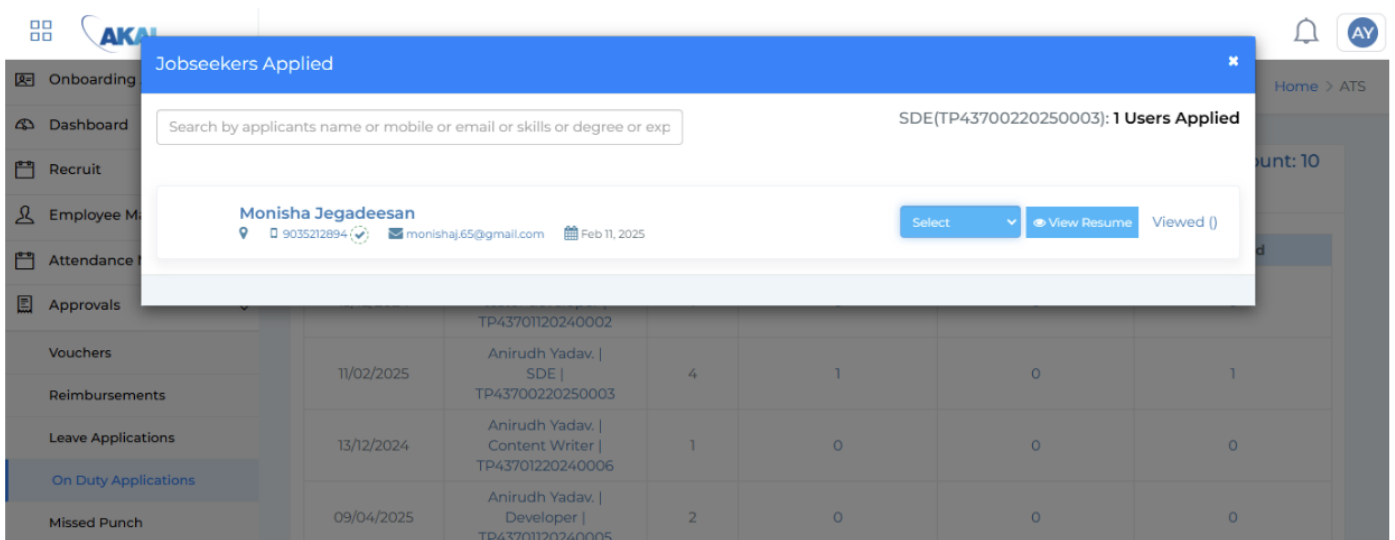
The Manage ATS section provides a complete view of job postings and candidate progress. You can see details such as:

- Job Publish Date, Job Posting, Positions, Applicants, Shortlisted, Selected

A filter is available to search by Job Title, and the total number of applicants is shown at the top right.

In the Applicants column, the number indicates how many job posts a candidate has applied for.

- Click on the number to view those applications and take action—shortlist or select the candidate as needed.



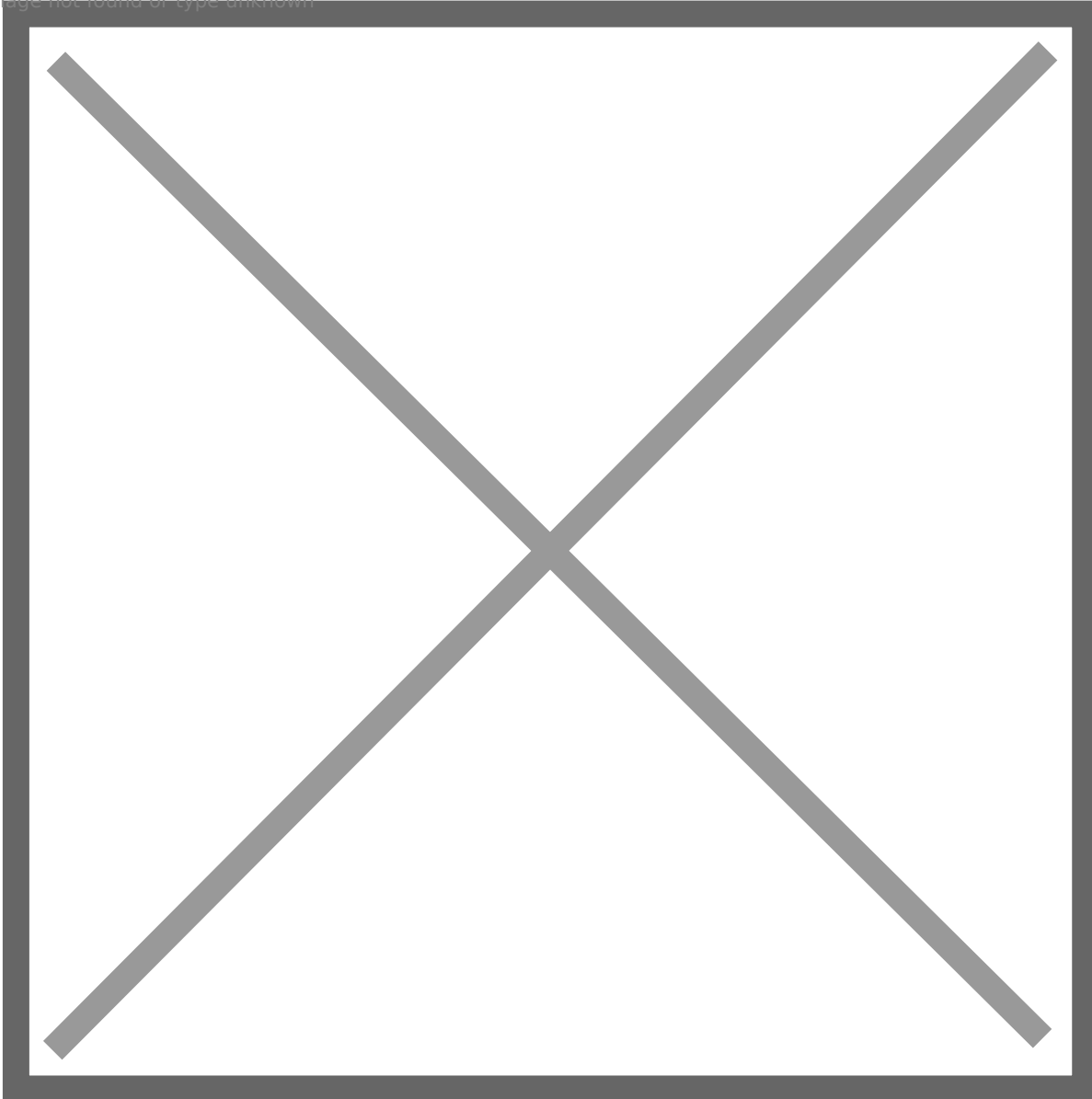
The screenshot shows the ATS interface with a modal window titled "Jobseekers Applied" open over a table. The modal window contains a search bar and a candidate profile for Monisha Jegadeesan. The candidate's details include a location pin, phone number (9035212894), email (monishaj65@gmail.com), and a date (Feb 11, 2025). There are buttons for "Select" and "View Resume". The modal window also shows "SDE(TP43700220250003): 1 Users Applied" and "Viewed ()".

Job Publish Date	Job Posting	Positions	Applicants	Shortlisted	Selected
11/02/2025	Anirudh Yadav.   SDE   TP43700220250003	4	1	0	1
13/12/2024	Anirudh Yadav.   Content Writer   TP43701220240006	1	0	0	0
09/04/2025	Anirudh Yadav.   Developer   TP43701120240005	2	0	0	0

Once shortlisted, the count is updated under the Shortlisted column.

- [Click here to view the resume and either select or reject the candidate.](#)

Image not found or type unknown



Candidates who are selected appear under the Selected column.

- [Click the number to send an offer letter or reject if required](#)

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Updated 20 March 2026 08:39:20