

Deactivated Employee Report

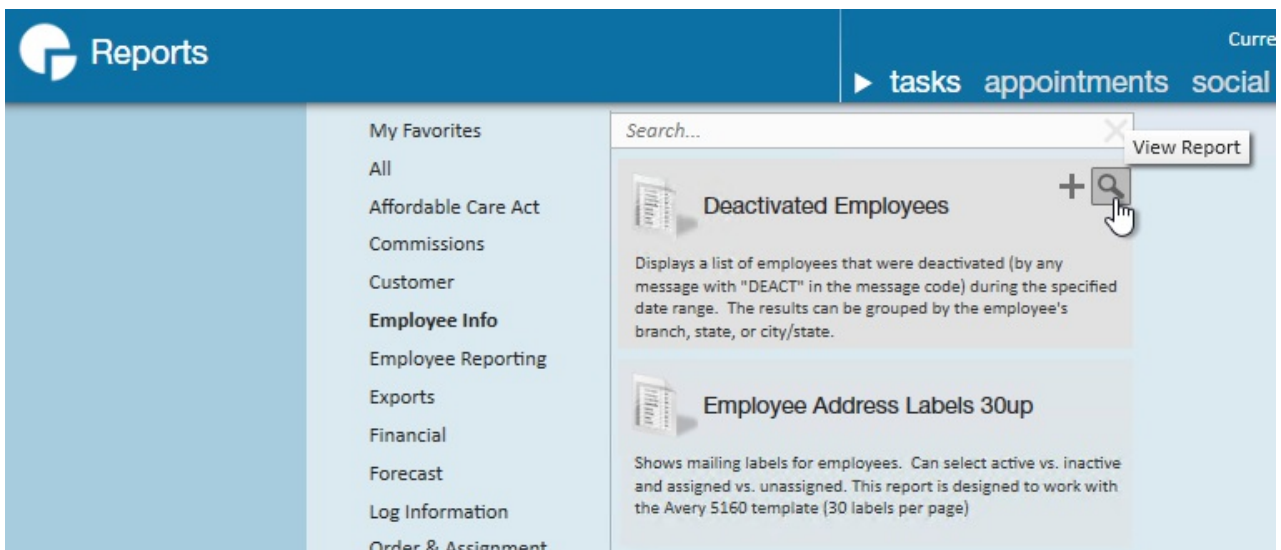
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Purpose

This report allows you to view all of your employees that have been deactivated in the system within a given date range.

Where You Can Run This Report

This report can be run in Enterprise under All Options > reports. Select the Employee Info category on the left.






You can also run this report in Beyond under B menu > Reports. Select All Reports and search by report name or report group of employee info.

Reports

Report Group: Employee Info ✕ ▼ Report Name Or Description: RESET

FAVORITES ALL REPORTS

SHOWING 12 OF 12

-  **Active Employees**
Employee Info
Displays a list of active employees with their contact info as well as whether or not they are currently on assignment. ☆
-  **Application Survey Results**
Employee Info
Displays a list of employees with their Insight survey results. ☆
-  **Deactivated Employees**
Employee Info
Displays a list of employees that were deactivated (by any message with "DEACT" in the message code) during the specified date range. The results can be grouped by the employee's branch, state, or city/state. ☆


Parameters

Start Date: End Date: View Report

Branch: Group By:

1 of 2 Find | Next

Deactivated Employees

System Level (Hield 1) 

Employees deactivated by DEACT action code between 7/1/2017 and 9/7/2017 grouped by Branch, from the following selected branches: '(All Branches Selected)'

SSN	Last	First	Middle	Address	City	State	Zip	Phone	Action Code	Last Week Worked
Eagan										
xxx-xx-2322	Carrroll	Sam		8569 Money Lane	Grand Rapids	MN	55745	6218811655	Deact	
Eagan (1 employee)										
Memphis NE										
xxx-xx-2366	Jessup	Morris	Lloy	16013 N. 53rd St WHY IS THIS REQUIRED	Scottsdale	AZ	85254	(602) 405-1667	Deact	
Memphis NE (1 employee)										
Memphis NW										
	White	Walter		7534 Jonestown Ave	West Springfield	VA	22153		Deact	
Memphis NW (1 employee)										
Memphis SE										
xxx-xx-5844	Adams	Benny		888 West Hollywood	Saint Paul	MN	55121		Deact	
xxx-xx-4613	Arnzen	Nate		5026 Nicollet Ave S	Minneapolis	MN	55419	(986) 313-4661	Deact	8/6/2017
xxx-xx-5555	Bradshaw	Luke		555 West hollywood DR	Lake Elmo	MN	55042		Deact	
xxx-xx-7314	Brown	Cheryl		636 Kemman	La Grange Park	IL	60526		Deact (Moved Away)	
xxx-xx-3842	Crews	Terry	T	123 ez street	Maplewood	MN	55109		Deact	
xxx-xx-4431	Flinstone	Fred		1020 Jackson		WI	54902	920-231-2234	Deact (Moved Away)	

- Start Date:** Starting message logged date of your desired date range
- End Date:** Ending message logged date of your desired date range
- Branch:** A drop down list of all branches in the user's current hierarchy. Is a multi-value parameter so they can select all branches, just one specific branch or any combination of different branches in the list.
- Group By:** A list of different fields to group the data into on the report. Has the following options:
 - Branch on the customer
 - Customer Name on the customer
 - Date of the message
 - Rep who logged the message

Related Articles