

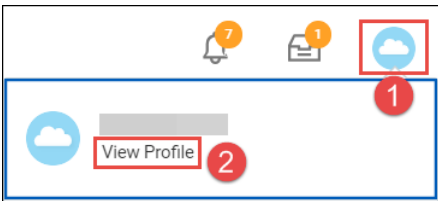
## Opportunity Graph

This job aid provides step by step instructions on how to view the history of transitions from your job profile to another, so employees can understand the career paths similar employees have taken, and develop their skills to better prepare them for potential promotions.

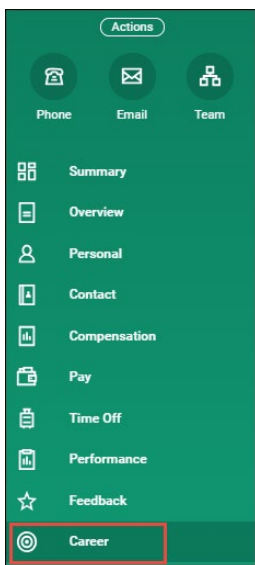


The Opportunity Graph is a feature that continuously analyzes job movement within the state to show employees what their next career move could be. In the future you'll be able to map your skills and experience against possible next moves.

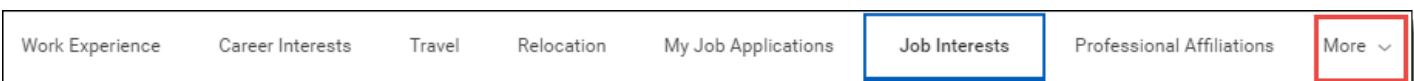
**Step 1:** Click on the cloud or your profile picture in the upper right hand corner of your *Homepage* (1) and then select **View Profile** (2).



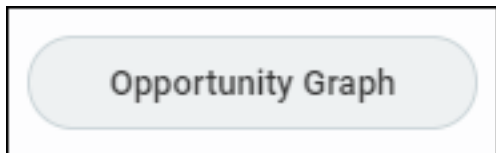
**Step 2:** Click on **Career**.



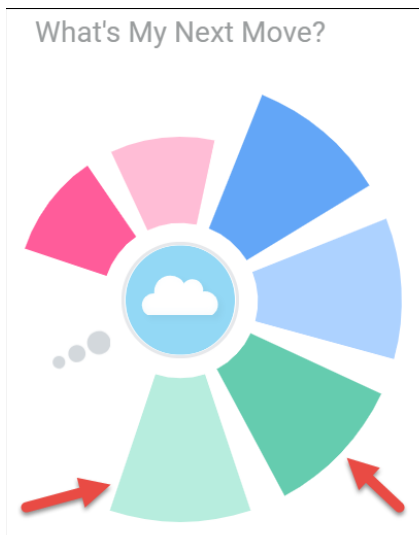
**Step 3:** Click on **Job Interests**. If the *Job Interest* tab is not displayed, click on **More** to select it.



Step 4: Click on **Opportunity Graph** at the bottom of the page.



Step 5: **What's My Next Move** displays. Click on each color of the graph to view the next moves other employees have made from the same job profile as yours.



Accountant 1 - SR21 - Non Exempt

11% Moved Here

Accountant 2 - SR23 - Non Exempt

11% Moved Here

Step 6: Click on the *Job Profile Title* to view employees in each of the positions. You may want to contact them to ask about their experience or request mentorship.

Accountant 1 - SR21 - Non Exempt

11% Moved Here

Step 7: Click on **Add To Job Interest** to have this job profile added to your list of job interests. Click **Submit**.

←

## Job Profile Details for Opportunity Graph

Accountant 1 - SR21 - Non Exempt Actions

Add To Job Interest

Step 8: Navigate back to your *Job Interests* to view positions that have an open requisition.

Job Profile	Accountant 1 - SR21 - Non Exempt
Job Profile	Accountant 2 - SR23 - Non Exempt
Open Jobs	<a href="#">Internal: Accountant (Accountant 2)</a>
Job Profile	Administrative Specialist 2 - SR20 - Non Exempt
Open Jobs	<a href="#">Internal: Administrative Specialist 2 - Business Operations Specialist</a> <a href="#">Internal: Transportation MOB Intern - AS 2 - Keller, D</a>
Job Profile	Compliance Specialist 1 - SR21 - Non Exempt
Open Jobs	<a href="#">Internal: Compliance Specialist 1 (Legal Liaison Support Specialist)</a>
Job Profile	Fiscal Analyst 1 - SR23 - Non Exempt
Job Profile	Operations & Policy Analyst 1 - SR23 - Non Exempt
Open Jobs	<a href="#">Internal: Operations &amp; Policy Analyst 1</a> <a href="#">Internal: Operations &amp; Policy Analyst 1/Benefit and Eligibility Software Testing Specialist</a> <a href="#">Internal: Operations &amp; Policy Analyst 1 (Business Rules Writer)</a> <a href="#">Internal: Operations &amp; Policy Analyst 1 - Eligibility Operations Coordinator</a>
Job Profile	Retirement Counselor 1 - SR20 - Non Exempt