



# Hireserve Training Tip

## Candidates have disappeared

HMP Version 2.0 – October, 2021

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1. Log in to [Hireserve Recruitment](#). Click on **Shortlists Have Candidates Awaiting Review** tile or **Shortlists** on the menu bar.
2. If  is showing on the top left-hand side the Job Filters have been set. If Filters are set, the candidates disappear.
3. To clear, click on  > 