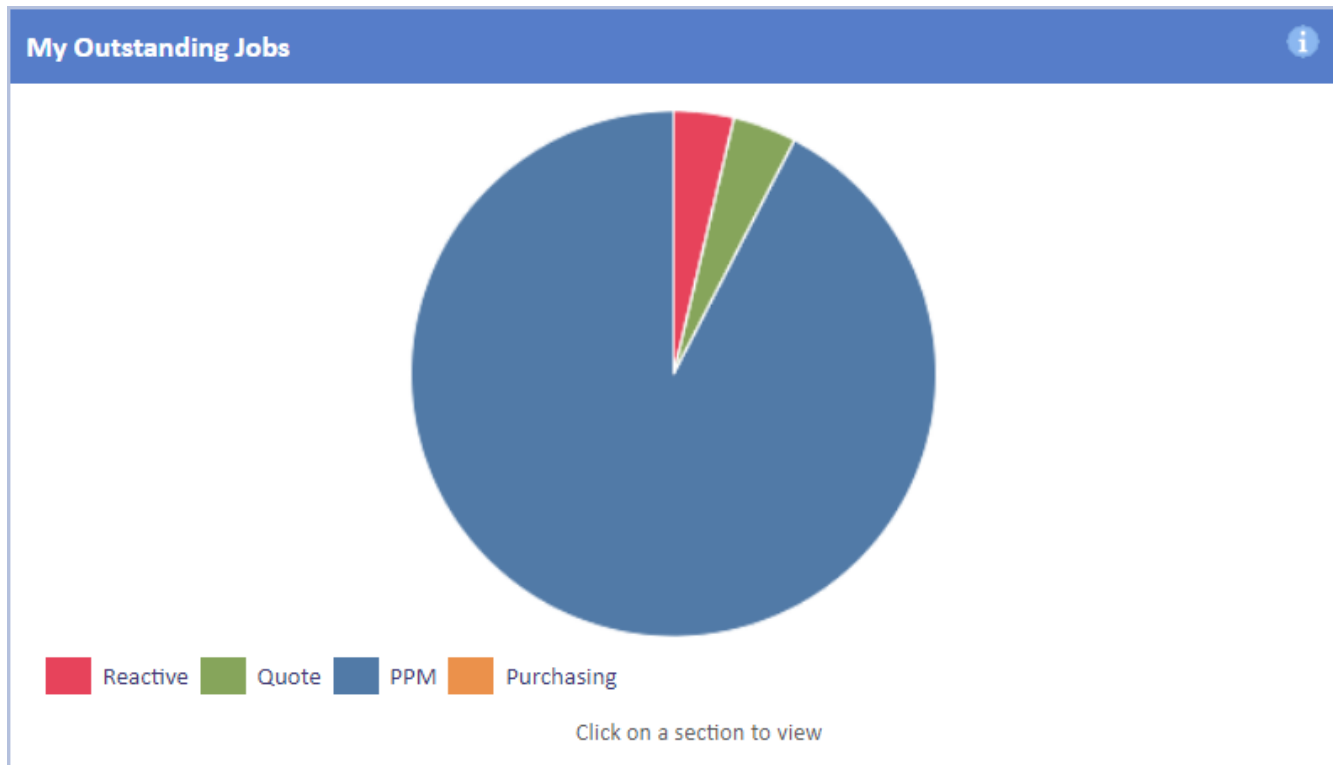


My Outstanding Jobs Introudction

📅 Thu, Jan 18, 2024 📁 [My Outstanding Jobs](#)

The Portal provides Users with the ability to view any outstanding jobs for the Buildings they have access to via the “My Outstanding Jobs” pie chart on the home page. These are jobs which are yet to be completed by the relevant Contractor (Resource). This chart is split into different sections, each of which represents different types of jobs: Reactive, Quote and Planned & Compliance Jobs.

To view a job, click on the desired section of the "My Outstanding Jobs" chart.



The PPM section of the chart will only show PPMs that have a visit start date before now, i.e. where the Visit Start Date in the Past.

Once a section has been selected, a list of jobs relating to that section will be displayed along with the name of the section. The list will order the jobs and show the columns as specified in the "[Portal Settings](#)" page.

If there are more jobs than that displayed in the list then page numbers will be displayed and the User will need to click through to the right page to find the relevant job. By selecting a value in the "Show..... per page" section, the number of jobs shown on a page at any time can be increased or decreased ranging from 10 jobs per page to 100. By default, the list shows 15 per page.

To View the detail of a job, click anywhere on the line of the job and this will open the detail of it.

| Jobs (Outstanding Jobs (reactive)) Refresh | | | | | | | | | | | Filter Edit Layout Export |
|--|---------------------------|--|------------------|-------------------------|--|----------------------|-----------------------|----------------|--------|------------------|--|
| Total: 23 | | | | | | | | | | | Show 10 , 15 , 25 , 50 , 75 , 100 per page |
| Work Order N° | Building | Description | ETA | Agreed SLA | Status Description | Authorisation Detail | Response | Is Operational | Due | Last Action Date | Escalation |
| 7620096 | (00006) Tower Bridge Demo | Air Conditioning, Indoor AC Unit, Leaking | | before 08/11/2023 18:13 | Attendance started | | Same Day | Yes | -23d | 08/11/2023 14:32 | |
| 7620093 | (00006) Tower Bridge Demo | Sanitary Ware, Toilet, Blocked | | before 03/11/2023 16:49 | Pending Assign | | Same Day | Yes | -27d | 03/11/2023 12:48 | |
| 7620061 | (00006) Tower Bridge Demo | Air Conditioning, Indoor AC Unit, Leaking | 21/11/2023 11:00 | before 05/08/2023 07:00 | Pending Attendance | | Next Day | Yes | -118d | 20/11/2023 12:17 | |
| 7620072 | (00006) Tower Bridge Demo | Floor, Carpet Flooring, Trip Hazard | 04/08/2023 16:00 | before 05/06/2023 16:39 | Pending Attendance | | Same Day | Yes | -178d | 04/08/2023 08:42 | |
| 7620032 | (00006) Tower Bridge Demo | Air Conditioning, Indoor AC Unit, Leaking | 26/05/2023 16:00 | before 06/04/2022 14:45 | Attendance started | | Same Day | Yes | -603d | 11/08/2023 11:22 | |
| 7620030 | (00006) Tower Bridge Demo | Accidents and Incidents, Slip Trip or Fall (STF), Accident | 24/03/2022 09:44 | before 23/03/2022 13:39 | Attendance started | | Same Day | Yes | -617d | 30/11/2022 11:29 | |
| 7619990 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Panel, Will Not Turn Off | 08/08/2023 15:30 | before 22/04/2021 16:58 | Pending Attendance | | Same Day | No | -952d | 08/08/2023 08:52 | |
| 7619970 | (00006) Tower Bridge Demo | Fixtures, Sink, Blocked | 03/11/2023 16:00 | before 16/03/2023 14:04 | Pending Attendance | | Next Day | Yes | -259d | 03/11/2023 12:49 | |
| 7619948 | (00006) Tower Bridge Demo | Appliances, Water Heater for Tea and Coffee, Leaking Clean Water | 31/10/2022 13:00 | before 29/01/2021 13:03 | Pending Attendance | | Next Day | Yes | -1035d | 28/10/2022 08:43 | |
| 7610376 | (00006) Tower Bridge Demo | Escalators, Escalator, Damaged | 18/10/2022 10:55 | before 01/02/2020 14:03 | Attendance started | | Within 1 week | Yes | -1398d | 17/10/2022 13:15 | |
| 7610221 | (00006) Tower Bridge Demo | External Fabric, External Wall, Damaged | 04/10/2023 17:00 | before 05/02/2021 13:23 | Pending Attendance | | Same Day | No | -1028d | 04/10/2023 14:10 | |
| 7610201 | (00006) Tower Bridge Demo | Escalators, Escalator, Damaged | | before 25/09/2019 09:31 | Pending resource allocation and schedule set | | Within 1 week | Yes | -1528d | 20/09/2019 09:31 | |
| 7610200 | (00006) Tower Bridge Demo | Lights / Lamps, Lamps, Light Broken | | before 22/09/2019 16:05 | Pending resource allocation and schedule set | | Within 1 week | No | -1530d | 17/09/2019 16:05 | |
| 7610183 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Panel, Alarm Activation | 29/01/2020 15:30 | before 19/07/2019 15:20 | Pending Attendance | | Same Day | No | -1595d | 27/01/2020 14:23 | |
| 7610100 | (00006) Tower Bridge Demo | Heating, Radiator, Will Not Heat Up | 08/06/2023 16:00 | before 01/07/2018 14:52 | Pending Attendance | | Greater than 2 months | No | -1978d | 08/06/2023 12:47 | |
| 7610039 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Panel, Alarm Activation | | before 07/07/2018 12:30 | Pending Assign | In Authorisation | Greater than 2 months | Yes | -1973d | 27/11/2023 12:44 | |
| 7610027 | (00006) Tower Bridge Demo | Floor, Carpet Flooring, Damaged | 19/05/2020 15:00 | before 29/06/2018 13:00 | Pending Attendance | | Greater than 2 months | Yes | -1980d | 18/05/2020 11:32 | |
| 7610019 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Panel, Alarm Activation | | before 30/06/2018 17:50 | Pending Assign | In Authorisation | Greater than 2 months | Yes | -1979d | 26/06/2018 14:56 | |
| 7609736 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Panel, Alarm Activation | 01/06/2016 17:00 | before 25/03/2019 09:11 | Pending Attendance | | Within 1 week | Yes | -1712d | 20/03/2019 09:11 | |
| 7609030 | (00006) Tower Bridge Demo | Air Conditioning, Indoor AC Unit, Leaking | | before 19/05/2015 16:00 | Pending Acceptance | | Same Day | Yes | -3117d | 19/05/2015 11:59 | |
| 7608977 | (00006) Tower Bridge Demo | Fire Detection and Alarm, Fire Alarm Break Glass, Damaged | | before 12/01/2015 18:06 | Attendance started | | Same Day | Yes | -3244d | 12/01/2015 15:51 | |
| 7608970 | (00006) Tower Bridge Demo | Access, Emergency Ladder, Broken | 11/03/2020 14:00 | before 14/03/2017 14:30 | Pending Attendance | | Greater than 2 months | Yes | -2452d | 05/03/2020 08:42 | |

There are also a few actions that can be performed on the Jobs List to help narrow down the results or to export the data displayed:

- Filtering the Jobs List
- Searching in the Jobs List
- Exporting the Jobs List

Online URL: <https://ostarasystems.knowledgebase.co/article.php?id=489>