

Former Encore Team Member Process, Application, Offer

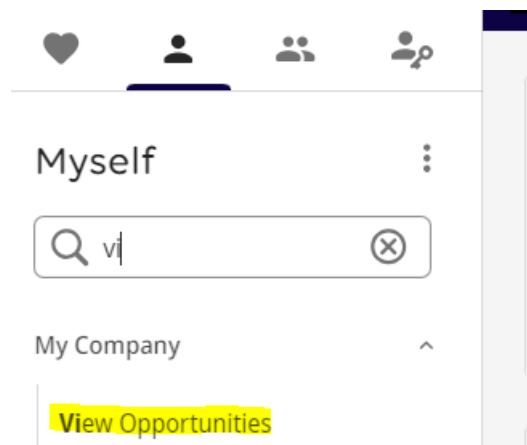
Application

Former Team Members can apply through their inactive employee portal. This is a login sent from ultipro@encoreglobal.com after the previous team member leaves the company.

The url is the same url employees use to login to UKG:

- URL: <https://n21.ultipro.com/Login.aspx?ReturnUrl=%2fdefault.aspx>
- Username is the same username as when they were an employee.
- The forgotten password feature can be used to create a password.

Then navigate to the menu and “view opportunities”:



On the job board – the previous team member can search and apply to open positions.

For Formerly Employed Team Members Offered a New Position:

The same steps above should be followed to login to UKG and under “view opportunities” – the previous team member can go to “My Presence” to sign any offers under “offers.”

