



DAMSTRA

CONNECT + PROTECT YOUR WORLD



EPP for Employees - Profile

PRODUCT: Workforce Management

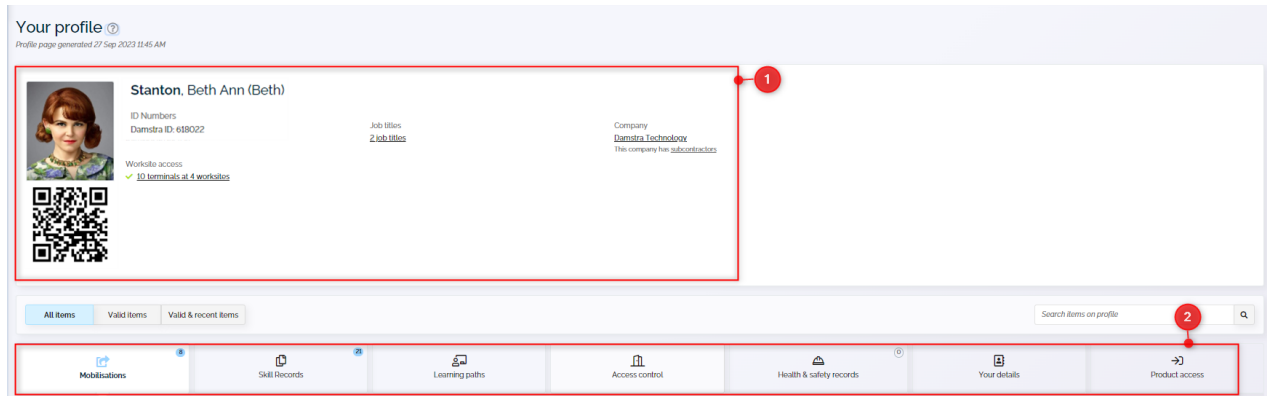
VERSION:

AUTHOR: J-pee De Guzman

APPROVED BY:

The Employee Profile page allows employee to view their own profile which displays the following:

1. Employee profile top summary
2. Items on the employee's profile



1. Employee profile top summary

Employee profile summary is located at the top of the employee profile page. This section allows employees to view the following:

- Shows the employee profile photo and QR code.
- Shows the full name of the employee and preferred name in parenthesis.
- Shows the Damstra ID of the employee.
- Shows the **Permanent** badge if applicable.
 - Note: This badge is only shown if the employee is permanent.
- Shows the unique student identifier (USID) if applicable.
- Shows the company name that the employee is registered to work for.
- Shows the Job Titles of the employee.
- Shows the worksite/s access of the employee.

2. Items on employee's profile

Items on the profile section are located under the top summary. This section allows employees to view their mobilisation, skill records, learning paths, access control, health & safety records, employee details and product access based on their roles.

- Mobilisation** – this section allows the employee to view information about their mobilisation details. To find out more about this section please click here.
- Skill Records** – this section allows the employee to view qualifications and worksite-specific skills saved on their profile. To find out more about this section please click here.
- Learning Paths** – this section allows the employee to view the learning paths assigned to them, complete and pending. To find out more about this section please click here.
- Access Control** – this section allows the employee to view their own timecards. To find out more about this section please click here.

- e. **Health & Safety** – this section allows the employees to view their medical records and drug and alcohol records. To find out more about this section please [click here](#).
- f. **Your Details** – this section allows the employee to view and edit their own personal details. To find out more about this section please [click here](#).
- g. **Product Access** – this section allows the employee to view their granted additional product within the Damstra system. To find out more about this section please [click here](#).