ZHR_POSTN_DATA - Display Detailed Position Data

Purpose

Use this procedure to view detailed position data.

Trigger

Perform this procedure when asked to provide detailed porition data by bureau or position type.

Prerequisites

N/A

Menu Path

Use the following menu path to begin this transaction:

N/A

Transaction Code

ZHR_POSTN_DATA

Helpful Hints

- R/O/C column in tables represents Required, Optional, or Conditional entry.
- The "Citywide" variant excludes security roles and duplicate holder data.
- Use the link for position infotype or subtype details: http://saprwd.rose.portland.local/gm/folder-1.11.33620?originalContext=1.11.32941
- Select by position type to refine search, can include or exclude:
    - 010 - Regular
    - 020 - Limited Term
    - 030 - Job Share
    - 040 - Doublefill
    - 050 - Recurring
    - 060 - Casual
- Exporting files as "unconverted" generates a text file; exporting as a "spreadsheet" creates an MS Excel file and exporting as "HTML Format" maintains the look of the SAP report, but is more difficult to manipulate.

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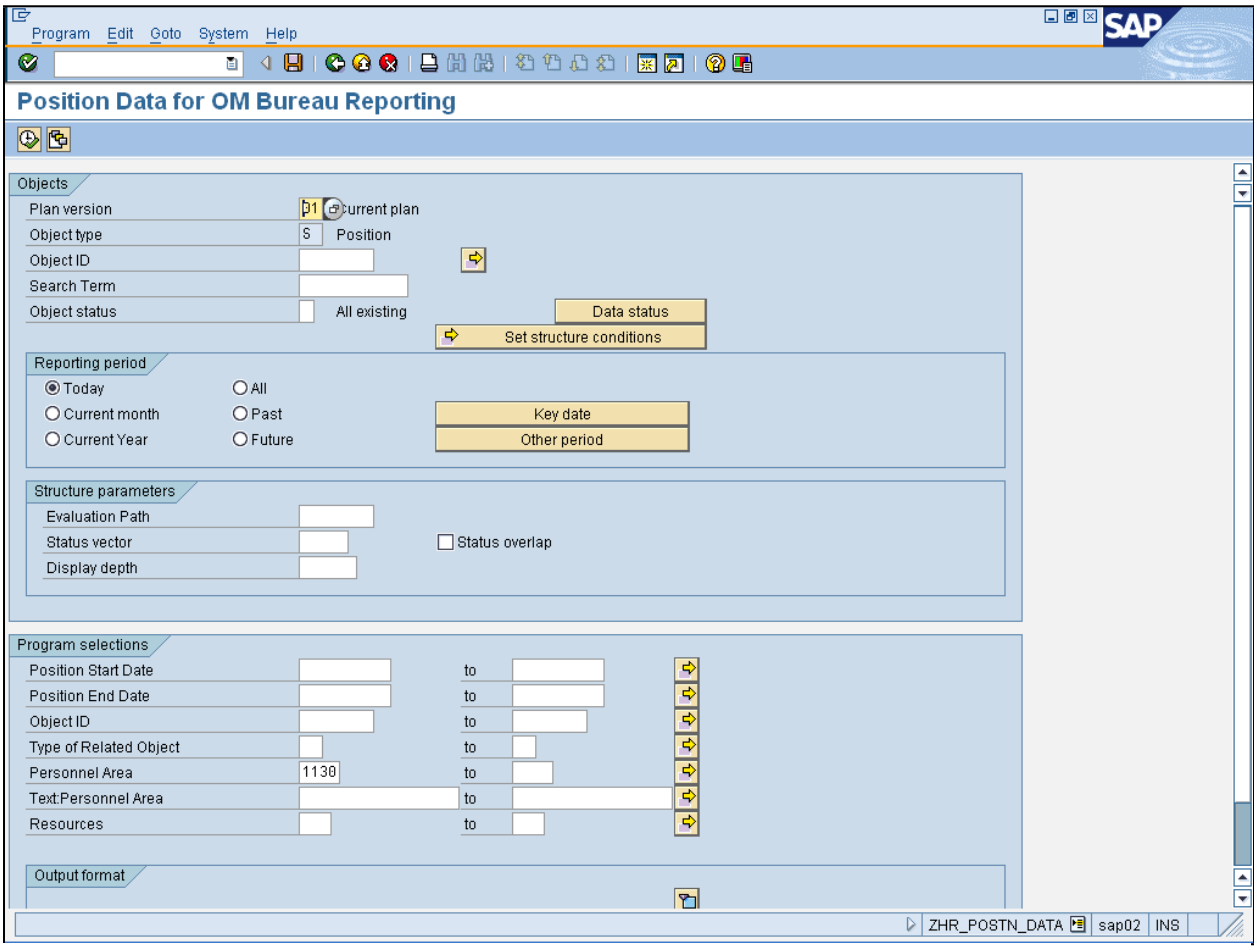
Procedure

1. Start the transaction using the menu path or transaction code. The *Position Data for OM Bureau Reporting* displays.

Position Data for OM Bureau Reporting



2. Click **Get Variant…** button .

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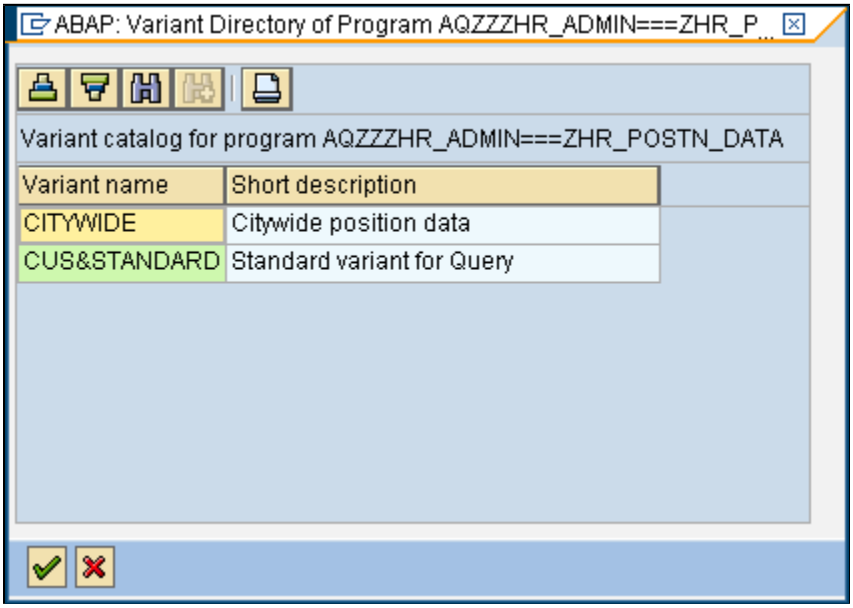
ABAP: Variant Directory of Program AQZZZHR_ADMIN===ZHR_POSTN_DATA



3. Click **CITYWIDE** variant

.

4. Click **Choose** button .

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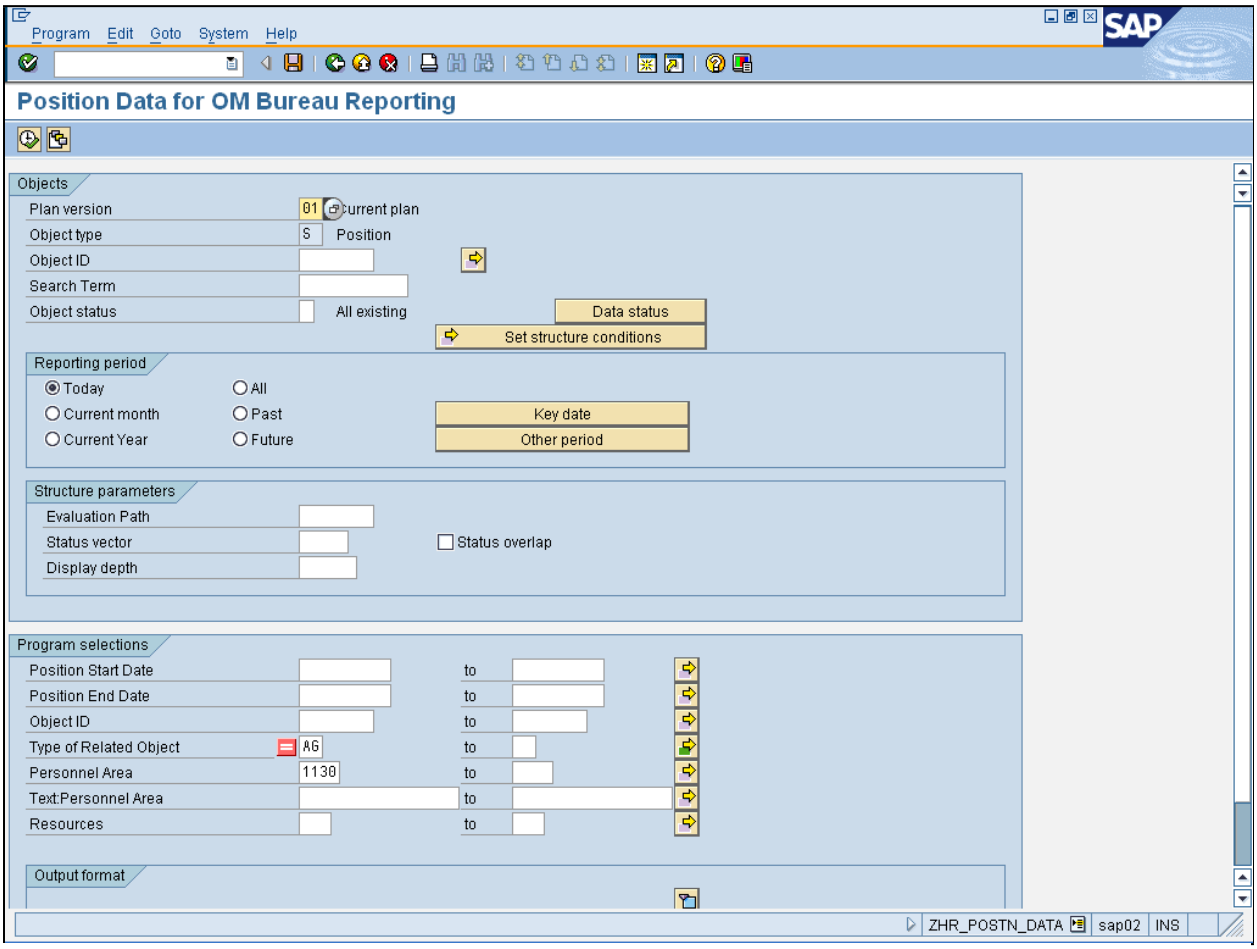
Position Data for OM Bureau Reporting



5. As required, complete/review the following fields:

Field	R/O/C	Description
Personnel Area	R	An organizational entity representing an area within an enterprise defined by specific aspects of personnel administration, time management and payroll. **Example:** 1220

6. Click **Execute** button .

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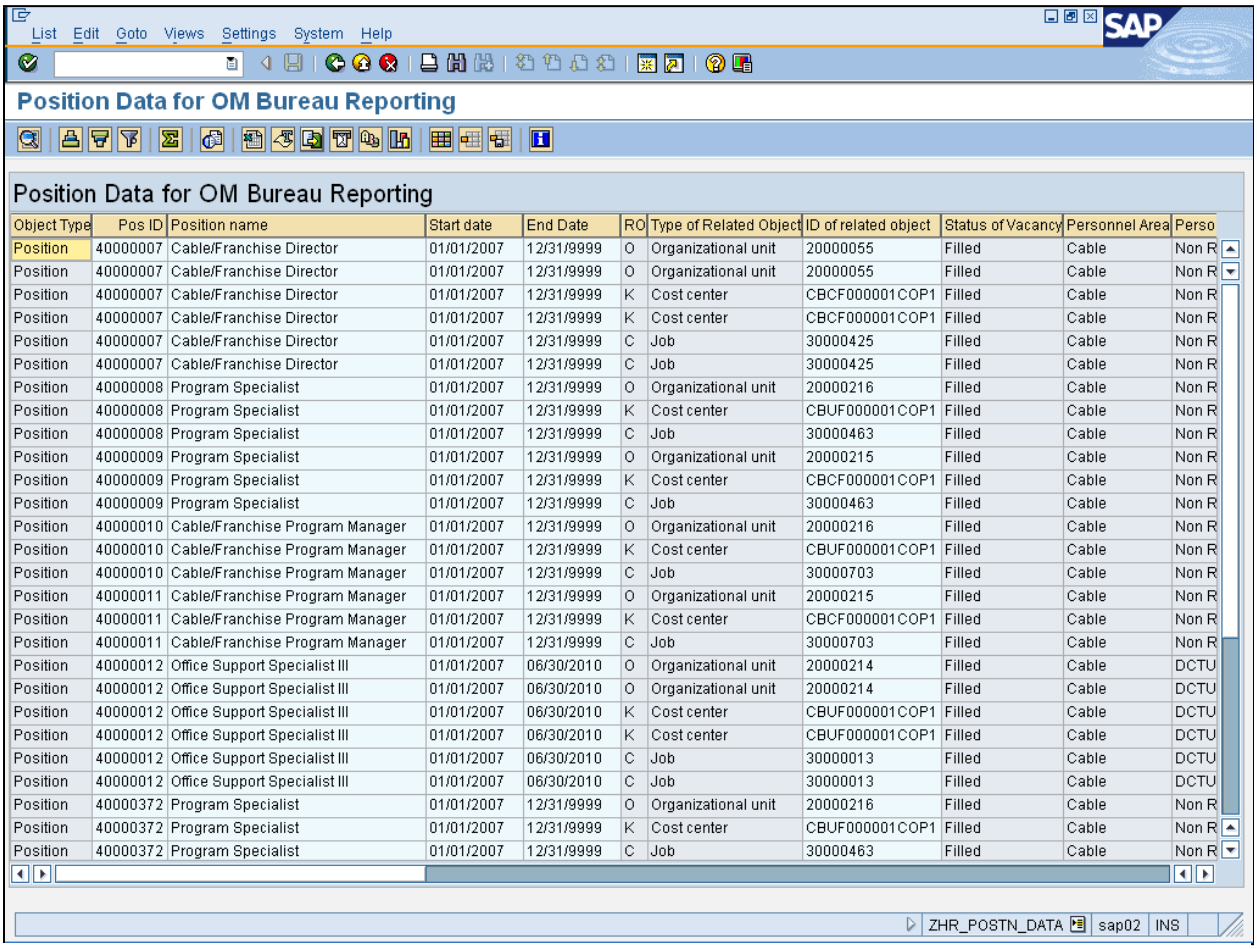
Position Data for OM Bureau Reporting



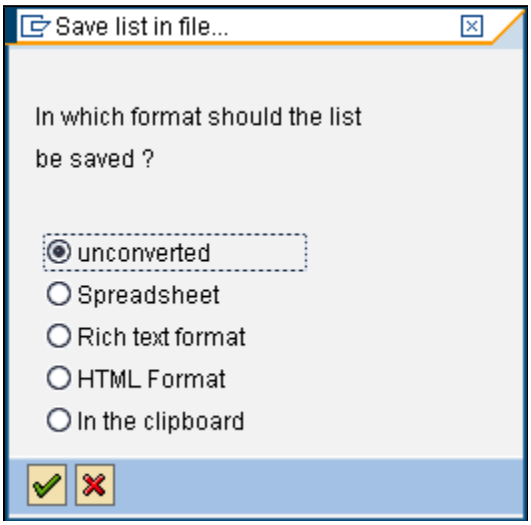
Position Data for OM Bureau Reporting

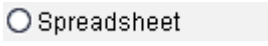
Object Type	Pos ID	Position name	Start date	End Date	RO	Type of Related Object	ID of related object	Status of Vacancy	Personnel Area	Perso
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	O	Organizational unit	20000055	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	O	Organizational unit	20000055	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	C	Job	30000425	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	C	Job	30000425	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBUF000001COP1	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000215	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R
Position	40000010	Cable/Franchise Program Manager	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
Position	40000010	Cable/Franchise Program Manager	01/01/2007	12/31/9999	K	Cost center	CBUF000001COP1	Filled	Cable	Non R
Position	40000010	Cable/Franchise Program Manager	01/01/2007	12/31/9999	C	Job	30000703	Filled	Cable	Non R
Position	40000011	Cable/Franchise Program Manager	01/01/2007	12/31/9999	O	Organizational unit	20000215	Filled	Cable	Non R
Position	40000011	Cable/Franchise Program Manager	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
Position	40000011	Cable/Franchise Program Manager	01/01/2007	12/31/9999	C	Job	30000703	Filled	Cable	Non R
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	O	Organizational unit	20000214	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	O	Organizational unit	20000214	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	K	Cost center	CBUF000001COP1	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	K	Cost center	CBUF000001COP1	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	C	Job	30000013	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	C	Job	30000013	Filled	Cable	DCTU
Position	40000372	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
Position	40000372	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBUF000001COP1	Filled	Cable	Non R
Position	40000372	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R

7. Click **Local file…** button . The *Save list in file* dialog box displays.

ZHR_POSTN_DATA - Display Detailed Position Data

Save list in file...

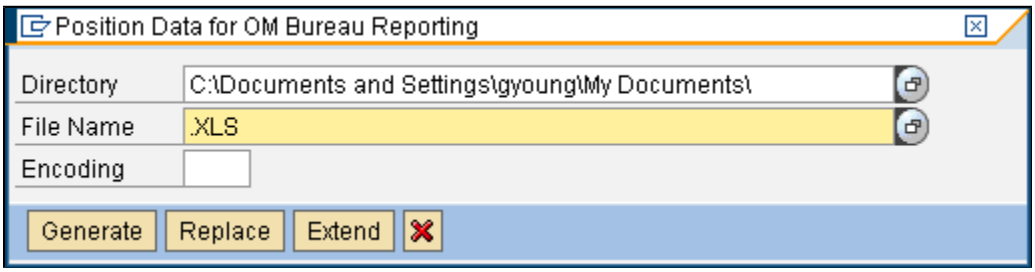


8. Select **Spreadsheet** radio button 

.

9. Click **Continue** button .

Position Data for OM Bureau Reporting



10. As required, complete/review the following fields:

Field	R/O/C	Description
File Name	R	Characters that classify a file as part of a given category. **Example:** Position_Data_Report_050710.XLS

11. Click **Generate New File** button

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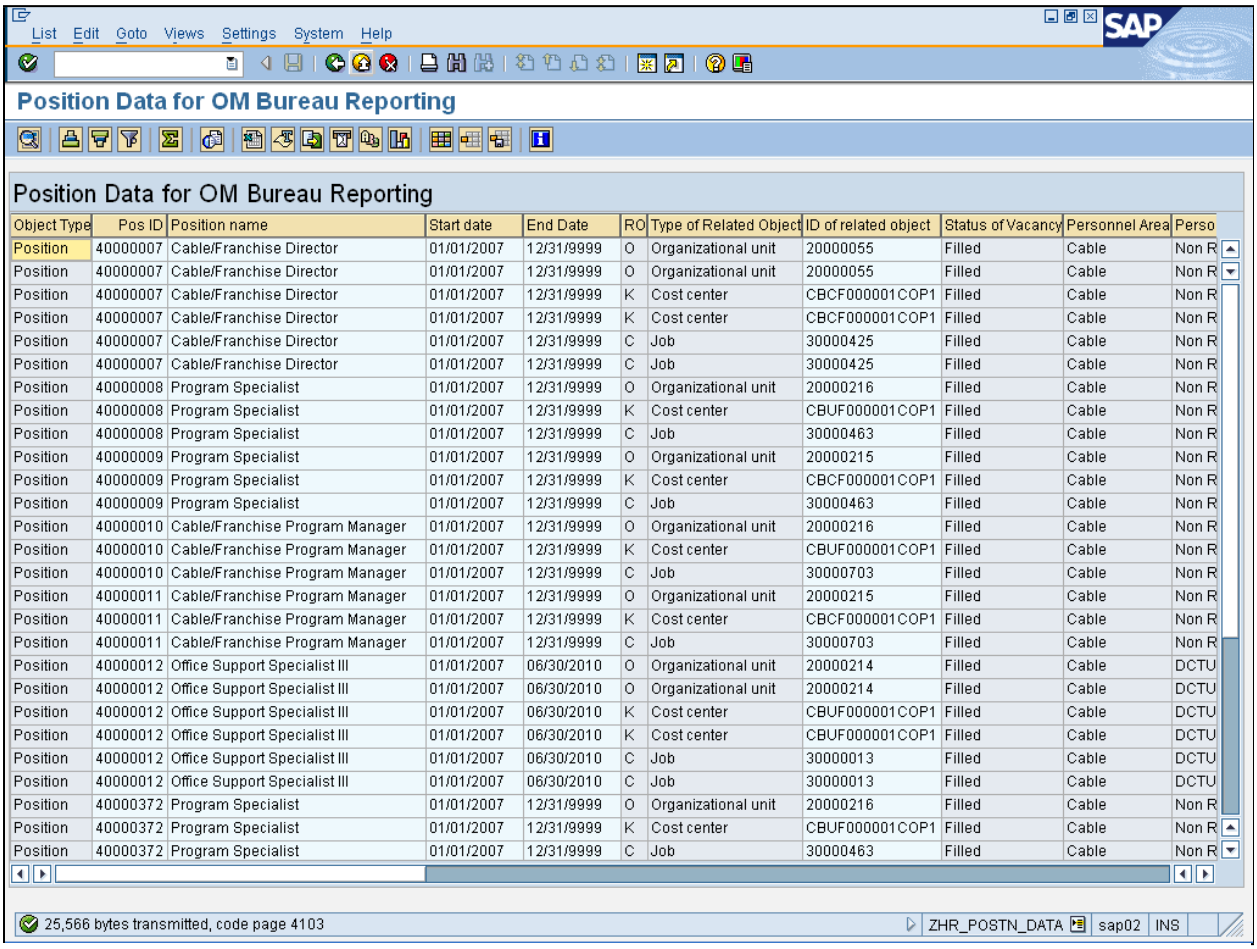
ZHR_POSTN_DATA - Display Detailed Position Data

Position Data for OM Bureau Reporting



Position Data for OM Bureau Reporting

Object Type	Pos ID	Position name	Start date	End Date	RO	Type of Related Object	ID of related object	Status of Vacancy	Personnel Area	Perso
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	O	Organizational unit	20000055	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	O	Organizational unit	20000055	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
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Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	C	Job	30000425	Filled	Cable	Non R
Position	40000007	Cable/Franchise Director	01/01/2007	12/31/9999	C	Job	30000425	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBUF000001COP1	Filled	Cable	Non R
Position	40000008	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000215	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBCF000001COP1	Filled	Cable	Non R
Position	40000009	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R
Position	40000010	Cable/Franchise Program Manager	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
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Position	40000011	Cable/Franchise Program Manager	01/01/2007	12/31/9999	O	Organizational unit	20000215	Filled	Cable	Non R
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Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	O	Organizational unit	20000214	Filled	Cable	DCTU
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Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	K	Cost center	CBUF000001COP1	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	C	Job	30000013	Filled	Cable	DCTU
Position	40000012	Office Support Specialist III	01/01/2007	06/30/2010	C	Job	30000013	Filled	Cable	DCTU
Position	40000372	Program Specialist	01/01/2007	12/31/9999	O	Organizational unit	20000216	Filled	Cable	Non R
Position	40000372	Program Specialist	01/01/2007	12/31/9999	K	Cost center	CBUF000001COP1	Filled	Cable	Non R
Position	40000372	Program Specialist	01/01/2007	12/31/9999	C	Job	30000463	Filled	Cable	Non R

12. Click **Exit** button .

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Result

You have reported on position data for your bureau.