

# Oracle Fusion Cloud Talent Management

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**How do I use the Career  
Roles feature in Opportunity  
Marketplace?**

Oracle Fusion Cloud Talent Management  
How do I use the Career Roles feature in Opportunity Marketplace?

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## Get Help

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# Get Help

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# 1 How do I use the Career Roles feature in Opportunity Marketplace?

## About Career Roles

Using the Career Roles feature in Opportunity Marketplace, you can browse through career roles that you're interested in. You can see job openings for these roles. You can also see role guides for career roles, which help you understand the requirements defined by the organizational leadership for the role. You can also recommend roles that might be of interest to your peers or reports.

### Related Topics

- [Enable Career Roles in Opportunity Marketplace](#)

## Explore Career Roles in Opportunity Marketplace

Browse through a list of available career roles in Opportunity Marketplace. You'll see job-based career roles, position-based career roles, or both types of career roles.

To do this:

- On the **Explore** tab, select **Career Roles** in the **Opportunity** filter.

Each role card displays:

- The name of the job or position
- The description of the job or position
- Job openings for that job or position

From the **Explore** tab, you can also:

- View your own role using the **View Current Role** button.
- Search for specific career roles. To do this, select the **Career Roles** filter and then search using keywords.

**Note:** Career roles based on jobs, positions, or both will be displayed depending on the setting of the profile option `ORA_OM_CAREER_ROLE_PROFILE_DISPLAY`.

### Role Details Tab

When you select a career role card, the **Role Details** tab displays:

- The career progression path, if it's defined for the role.
- The job description.
- Skills that are defined on the job or position profile. It includes both developed and developing skills.
  - Skills that you already have are listed first with a color-coded indicator, followed by skills that you're yet to achieve. You can also view your skills represented in a spider chart that represents how your current

proficiency on skills matches against the target proficiency defined for those skills on the career role. The chart view displays up to 8 skills at a time. If more than 8 skills are defined for your career role, you can select the skills that you want to see by using the drop-down list. By default, the first 8 skills that have the largest skill gap between the target level and your current proficiency level are displayed. The skills are sorted based on the skill gap in descending order. If you haven't rated yourself on a skill, it's shown at level zero. If a skill doesn't have a target level defined on the job or position profile, it's shown on the chart at level zero.

- Competency map that shows the competency gap.
- Functional competencies such as languages, educational qualifications, accomplishments, and licenses and certifications that are required or good- to-have for the role in their own sections. If you're yet to gain any of these competencies, you'll see an option to add it as a goal to your goal plan. You can also view the descriptive flexfields that are added to qualifications for the role.
- Work requirements such as travel, working hours in the Additional Information section.
- Learning suggestions and career ambassadors to help you bridge the skills and qualifications gaps required for that role. If no learning resources or career ambassadors are available for the role, this section will be empty.

**Note:** One or more of the above sections might not be displayed if they're not defined in the job profile or position profile for that role.

From this page, you can also set favorites, if you'd like to browse these roles again later. These will be available from the **Favorites** option in the **Opportunity** filter. They will also appear in the **Careers of interest** section in Grow.

#### Related Topics

- [Display Career Roles Based on Jobs, Positions, or Both](#)

## View Job Openings for a Career Role

You can view open jobs for a career role of your interest.

1. On the **Explore** tab in Opportunity Marketplace, select **Career Roles** in the **Opportunity** filter.
2. Select a career role card of your interest.
3. Select the **Jobs** tab to view the list of job openings.

**Note:** When the number of open jobs exceeds 12, you can view the rest of the jobs by selecting the **View all jobs** link. This takes you to the **Explore** tab, from where you can search for jobs. If no jobs are currently available for the role, this tab will be empty.

## View Role Guides for a Career Role

You can view role guides associated with a career role, provided role guides are defined and associated with jobs or positions relevant to that career role.

1. On the **Explore** tab in Opportunity Marketplace, select **Career Roles** in the Opportunity filter.

2. Select a card of the career role that you're interested in.
3. On the career details page, select the **Role Guides** tab to view the role guide cards associated with that career. By default, the most recently created role guides are listed on the top row. The role guide card indicates the number of skills that are required for that role guide.  
**Tip:** You can sort the role guides listed based on their name or the date they were updated.
4. Select a role guide card to view these details:
  - o Description of the role guide
  - o Capabilities for that role guide with these details:
    - Capability description
    - Skills required to attain that capability
    - Tasks to attain the required skills
    - Additional resources to attain the required skills
5. To favorite the role guide, select **Add to Favorites**.

#### Related Topics

- [Role Guides](#)

## Set Career Preferences

You can set your career preferences and career statement to receive suitable career recommendations in Opportunity Marketplace.

To do this, select **Update Interests** on the **Explore** tab.

To update your work preferences, select **Adjust Preference** in the Career statement and preferences section.

Once you set your preferences, career roles that fit your needs and preferences are recommended. To view the recommendations:

1. Select the **Explore** tab.
2. Select **Recommended** in the **Opportunity** filter.

## Recommend Career Roles

You can recommend career roles that might be of interest to your peers from Opportunity Marketplace.

To do this:

1. On the **Explore** tab, select **Career Roles** in the Opportunity filter.
2. Select a career role card that you're interested in.
3. Select **Recommend**.

This action displays a drawer, from where you can select the employees to whom you want to recommend the role. You can optionally provide a reason for the recommendation.

When you recommend a role, it creates a recommendation profile, which you can see on the Recommendation Profiles application. To view this, go to **My Client Groups > Learning and Development > Recommendation Profiles** .

Once the recommendation profile completes running, you can see the career roles displayed on the target employees' Grow page in the **Career role recommendations for you** swim lane on the **Grow Your Career** tab.

The recommendations will also be displayed as part of the **Recommended** filter in Opportunity Marketplace, provided the profile option, ORA\_HRD\_ENABLE\_LLM\_SUMM\_CAREER\_ROLE\_SUGGSNS, is enabled.

**Note:** If the employee has previously added the recommended role to their favorites, the recommendation won't be displayed in Grow.

#### Related Topics

- [Recommend Career Roles Using Recommendation Profiles](#)

## Explore Career Paths

You can view multiple career development options for a career role of your interest. This enables you to explore lateral and vertical career opportunities within your organization.

A career path consists of multiple steps. Each step is associated with one or more job profiles or position profiles, which could be lateral or vertical positions across your organization.

For example, if you're an Associate Software Engineer in Software Development and are interested in the Product Development or UX Design tracks, two lateral career progression options could be possible:

- Associate Software Engineer > Product Manager > Senior Product Manager > Director of Product
- Associate Software Engineer > UX Designer > Senior UX Designer > Director of Design

You can view these career progression options for any role included in these paths.

1. On the **Explore** tab, select **Career Paths** from the Opportunity filter. A list of career path cards will be displayed.
2. Select a card to view the career progression steps in that path.
3. When you select a career role in any of the steps, you'll see the career role details for that role.

### Features of the Career Paths Listing Page

- You can search for career paths based on the path name or role name. When you search using these keywords, Opportunity Marketplace will look for those keywords in the career path name, its description, career role name, and its description, and return the results as a list of career path cards.
- You can also filter based on the job function or job family included in the path. These filters can be hidden or shown using **My Client Groups > Search Views** .
- You can sort career paths in alphabetical order of the career path name. You can also sort them based on the creation date.
- When you sort by **Relevance**, career paths are displayed in the order of creation date, with the most recent displayed first followed by the older paths.
- You can also save the search for a career path.

- Each career path card displays the number of career roles in that path. This is the count of all active job profiles and position profiles included across all the steps in that career path.

These filters don't display career paths:

- All
- Trending
- Recommended
- Favorites

#### *Related Topics*

- [Configure Career Paths in Opportunity Marketplace](#)
- [Define Multiple Steps in a Career Progression Path](#)

