

Oracle Fusion Cloud Talent Management

**How do I set up Opportunity
Marketplace?**

FA Latest



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Author: Allison Nicholson

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Thanks for helping us improve our user assistance!

1 Introduction

About This Playbook

Use this playbook to learn how to set up Opportunity Marketplace and configure different options for both those who create and manage opportunities, and the candidates who are looking for them.

With Opportunity Marketplace, employees and external candidates have a place to easily search for new job or gig opportunities.

- Jobs are long term opportunities that can be offered to employees or external candidates.
- Gigs are intended for employees only. They're short term opportunities that use the skills and talents that employees might be using during their day-to-day job. For example, perhaps your team needs someone for a short period of time to create a web page. Gigs help employees improve the skills they already have, or gain skills they want to have.

2 Create the Profile Option for Opportunity Marketplace Jobs

You need to create and enable a profile option for Opportunity Marketplace Jobs called `ORA_HCM_OPP_MARKET_PLACE_JOBS`.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Profile Options**.
4. Click the task name.
5. On the Manage Profile Options page, click the **New** icon.
6. On the Create Profile Option page, create the profile option by entering these values:
 - Profile Option Code: `ORA_HCM_OPP_MARKET_PLACE_JOBS`
 - Profile Display Name: Enable Jobs on Opportunity Marketplace.
 - Application: Recruiting
 - Module: Recruiting Opportunity Marketplace.
 - Description: Enable Jobs for Opportunity Marketplace.
 - Start Date: Today's date
7. Click **Save and Close**.

What to do next

When the profile option is created, you need to enable it at the Site level.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Administrator Profile Values**.
4. Click the task name.
5. On the Manage Administrator Profile Values page, search for the profile option code **`ORA_HCM_OPP_MARKET_PLACE_JOBS`**.
6. Set the profile value at the Site level to **Y**.
7. Click **Save and Close**.

Related Topics

- [Create and Edit Profile Options](#)

3 Create the Profile Option for Opportunity Marketplace Gigs

You need to create and enable a profile option for Opportunity Marketplace Jobs called `ORA_HCM_OPP_MARKET_PLACE_GIGS`.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Profile Options**.
4. Click the task name.
5. On the Manage Profile Options page, click the **New** icon.
6. On the Create Profile Option page, create the profile option by entering these values:
 - Profile Option Code: `ORA_HCM_OPP_MARKET_PLACE_GIGS`.
 - Profile Display Name: Enable Gigs on Opportunity Marketplace.
 - Application: Recruiting.
 - Module: Recruiting Opportunity Marketplace.
 - Description: Enable Gigs for Opportunity Marketplace.
 - Start Date: Today's date.
7. Click **Save and Close**.

What to do next

When the profile option is created, you need to enable it at the Site level.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Administrator Profile Values**.
4. Click the task name.
5. On the Manage Administrator Profile Values page, search for the profile option code `ORA_HCM_OPP_MARKET_PLACE_GIGS`.
6. Set the profile value at the Site level to **Y**.
7. Click **Save and Close**.

Related Topics

- [Create and Edit Profile Options](#)

4 Assign Opportunity Marketplace Privileges to Users

There are required privileges and roles for Opportunity Marketplace.

Jobs

If you're using Opportunity Marketplace for jobs, the following privilege is required for users. This privilege is given by default to the seeded employee role.

- IRC_ACCESS_INTERNAL_CANDIDATE_EXPERIENCE_PRIV

Gigs

For gigs you need to create creator and seeker job roles.

Seeker privileges allow users to view and search for opportunities (gigs) in Opportunity Marketplace and apply to them. A suggested approach is to create a specific role for a seeker, and then assign it to employees. You can add the privileges to the role of your choice or create specific seeker roles as required. Seekers require the following privileges.

- IRC_ACCESS_OPPORTUNITY_MARKETPLACE_PRIV
- PER_REST_SERVICE_ACCESS_WORKFORCE_STRUCTURE_LOVS_PRIV

Creator privileges allow a user to create opportunities, update them, review applicants, select and assign candidates to them, and close the opportunities.

- IRC_ACCESS_OPPORTUNITY_MARKETPLACE_PRIV
- IRC_MANAGE_OPPORTUNITY_MARKETPLACE_PRIV
- PER_REST_SERVICE_ACCESS_PUBLIC_WORKERS_RO_PRIV
- PER_REST_SERVICE_ACCESS_WORKFORCE_STRUCTURE_LOVS_PRIV

Gig Admin Persona

Allow certain users to perform all the functions of a gig manager for all gigs in Opportunity Marketplace. Having at least one gig admin is useful in situations where an original gig manager is unavailable but their gigs needs to be updated, or perhaps you want certain users to create all gigs for your organization and assign them to other gig managers. Only gig admins have access to the Manage Gigs tab on the Opportunity Marketplace home page. When they click it, the Manage Gigs page opens, showing all gigs created by all gig managers. From here gig admins can unpublish, duplicate as draft, edit, and cancel any of these gigs. They can view a gig manager's profile and update the details of a gig. On the Create Gig page, only gig admins can see a Gig Manager drop-down list, which they can use to assign new gigs to other gig managers.

- IRC_MANAGE_ALL_OPPORTUNITY_MARKETPLACE_GIGS_PRIV

Career Roles

To view the career role listing and detail pages, employees need to have the functional security privilege, Manage Career (HRG_MANAGE_CAREER_DETAILS_PRIV). This is already added to the seeded employee role.

If you use custom roles, ensure that these privileges are granted to the roles:

- To view career roles and details: Manage Career (IRC_VIEW_CAREER_ROLES_IN_OPPORTUNITY_MARKETPLACE_PRIV)
- To view jobs on the job tab: Access Internal Candidate Experience (IRC_ACCESS_INTERNAL_CANDIDATE_EXPERIENCE_PRIV_OBI)
- To view the career roles facets: ORA_HCM_OPP_MARKET_PLACE_CAREER_ROLES
- To manage career roles: ORA_HRG_MANAGE_CAREER_DETAILS_BY_WORKER_DUTY

Saved Search

To use the Saved Search functionality, the following functional privileges are required:

- HRC_REST_SERVICE_ACCESS_SAVED_SEARCHES_PRIV - Use REST Service - Saved Searches
- HRC_ACCESS_HCM_COMMON_COMPONENTS_PRIV - Access HCM Common Components

The HRC_REST_SERVICE_ACCESS_SAVED_SEARCHES_PRIV functional privilege is automatically assigned to the HCM Integration Specialist role. All employees will have the privileges required to use saved searches and create personal saved searches with the privileges mentioned above.

For managing system level saved searches the following privilege is required:

HRC_MANAGE_SYSTEM_SEARCHES_PRIV - Manage System Searches

This functional privilege is automatically assigned to the HCM Integration Specialist role, and to the Human Capital Management Application Administrator role.

Note: Once roles have been granted to users, run the Import User and Role Application Security Data scheduled process to ensure that the users are fully updated.

Related Topics

- [Predefined HCM Roles](#)
- [Role Types](#)

5 Enable Career Roles in Opportunity Marketplace

You can enable the career roles functionality in Opportunity Marketplace. This lets employees search and browse through available career roles using a Career Roles facet, and update their career preferences to get better recommendations. Employees can set favorites so that they can browse these roles again later.

Before you start

For a career role to appear on the listing page, complete these prerequisite steps:

Here's what to do

1. Define a position profile or job profile for a career role (from My Client Groups > Profiles) and associate it with the respective position or job.
2. Run the scheduled process called Process Career Roles for Oracle Search Ingestion.
3. Run the scheduled process called ESS job to create index definition and perform initial ingest to OSCS with the parameter fa-hcm-careerrole to show results in Career Roles.

Related Topics

- [Assign Opportunity Marketplace Privileges to Users](#)

6 Enable Oracle Search for Opportunity Marketplace

Enable Oracle Search for Opportunity Marketplace so that your users can search for jobs and gigs using search term suggestions.

You need to configure profile options and then run the initial data ingestion process to set up Oracle Search index, which is the foundation of Oracle Search.

1. In the Setup and Maintenance work area, click the **Tasks** icon.
2. Click **Search**.
3. Search for the task **Manage Administrator Profile Values**.
4. Click the task name.
5. On the Manage Administrator Profile Values page, search for and set the following profile option code.

Profile Option Code	ORA_FND_SEARCH_EXT_ENABLED
Profile Display Name	Enable/Disable Search Ext Framework
Application	Oracle Middleware Extensions for Applications
Module	Oracle Middleware Extensions for Applications
Required Profile Level	Site
Required Profile Value	Yes

6. Click **Save and Close**.

7 Configure the Frequency of Opportunity Marketplace Email Notifications

Opportunity Marketplace sends recommendation emails to job seekers to notify them of new opportunities that match their preferences.

You can control the frequency of this email by using alert configurations.

1. In the Setup and Maintenance work area, go to:
 - Offering: Recruiting and Candidate Experience
 - Functional Area: Recruiting and Candidate Experience Management
 - Task: Enterprise Recruiting and Candidate Experience Information
2. Click **Edit** for Talent Community.
3. Make the appropriate changes, and click **Save**.

8 Configure the Opportunity Marketplace Email Template

Opportunity Marketplace sends recommendation emails to job seekers to notify them of new opportunities that match their preferences. They're generated based on location, job code, organization, and job family preferences, plus the location and job codes of previously-applied-for or favored jobs.

If a job matches the location and job code/job family preference, it's listed higher in the recommendations and job alerts than a job that's only matching job code/job family from preferences. For example: Job 1 matches the job code and location preference. Job 2 matches only the Job code preference. Both jobs are recommended, but Job 1 is listed higher than Job 2. If Job 3 matches only the location preference then it won't be recommended because it doesn't align with the job code or job family preference of the user.

Note: A user's "Update Interest" selections are also considered but jobs are still ranked according to the number of preference matches found.

You can configure the email alert template by using Recruiting Content Library.

1. In the Setup and Maintenance work area, go to:
 - Offering: Recruiting and Candidate Experience
 - Functional Area: Recruiting and Candidate Experience Management
 - Task: Recruiting Content Library.
2. Create or edit a Marketplace Opportunity Notification (ORA_OM_OPPORTUNITY_ALERT).
3. Click **Save**.

Results:

Opportunity marketplace alert sends out new jobs (and gigs if you're using gigs) as per alert frequency. If you don't want the legacy job alert to be sent, you must deactivate the Job Alert Internal Notification (ORA_JOB_ALERT_INT) template.

Note: If you've made any configurations in the Job Alert Internal Notification template, you can copy them to the Marketplace Opportunity Notification.

