Company structure in myFOX

In this manual you will see **two examples** on how to search in company structure.

- 1. Search division by people
- 2. Search by cost center

On your homepage click on "Company Info":

ଜ	Home ~		${\bf Q}$ Search for actions or p	🗘 👶 脅 Tomáš Marný ~			
	Home						
	Goals						
	Performance						
	Continuous Performance	Conduct 1:1	Take Action	Provide Interview	Approve Requests	Take Courses	
	Compensation	Meetings		Feedback	, approve residences		
	Learning						
	Development	-1 1	. 1		. 1	22	
	Careers	ų 4		S S	[=// L		
	Succession	People Due Anvtime	Alert Due Anvtime	Interviews Due Anvtime	Request	Courses 13 Overdue	
	Recruiting						
	Company Info						
	Employee Files						
	Reporting						

Next click on ,,Company Structure Overview".

Org Chart Position Org Chart Company Structure Ove	rview Directory				
Q Search Org Chart			✓ Up One Level		
			Tomáš Marný Recruitment Manager 5/5		
	Anna Fialová Assistant	Dohoda Na DL Agreement DL	Jana Včerejší Driver	Jdu Nato Recruitment Specialist	Zato Nemůžu Recruitment Specialist

1. Search division by people

Choose "Company Structure".

Org Chart F	Position Org Chart	Company	Structu	re Overview	Directory		
Company Structure	Q Company Structure	<u>.</u>	Search	Q No Selection		Q No Selection	
	Company Structure (con Cost Centers and Depar	npStruct					

Pick search "By people".

Org Chart P	osition Org Chart	Company	y Structu	ire Overview	Directory	
Company Structure	Q Company Structure	(cc 👻	Search	Q By people	-	Q Search Org Chart
				Legal Entity		
				Business Unit		
				Division		
				Department		
				By people		
						<u></u>

Finally write the name of colleague you want to find. Next you will see information such as Legal Entity, Department, Business Unit or Divison.

To see whole company structure click on searched Division.

Org Chart Position Org Chart Company Structure Overview	Directory	
Company Structure 🔍 Company Structure (cc 👻 Search 🔍 By people	- < <u>□</u>	у
	Anna jsem Fialová Assistant. Central/Administration With	Assigned to
	holidays	Legal Entity
		FOXCONN CZ s.r.o. (10002875)
		Department
		Central Admin (10004339)
		Business Unit
		FOX Central (10003012)
		Division
		Central (10003432)

Now you can see tree company, departments, divisions, etc. In this structure you can freely move and click on higher or lower levels.



If you want to see under which Business Unit the Division is located click on ,,Up One Level..".

Now you can see Business Units.

Company Struc	ture Q Compa	ny Structure (cc	- Search	Q By people	٣	Q Anna jsem	Fialová, Assista	nt			🛅 Today	— 70°	% +	★	.tul _2
							Legal Entity 10002875 FOXCONN CZ 5.L.o. Pardubice (CZFN PC 名 ³ 1135 原目143 7	E) 1							
	Business Unit		Business Unit		Business Unit		Business Unit		Business Unit		Business Unit		Business Unit		
	FOX Central		FOX ENN		FOX SCM		G Group		FOX 4Tech		F Group		FOX HR		
	සී 157 සි 204		සිං ෂිං		සී0 සි1		<u>සිංී 794</u> සිනි 1011		පීං නිං		<u>යි³ 104 සි³ 120</u>		යි ⁵ 79 යි ^{මු} 95		
	1		1		1		4		1		1		1		_
	Division 10003432 Central No data														
	8 157 8 204														
	12														
											1				
		_		-				_				_			
Department 10002921 Agile methodology te DCM850 (DCM850) No data	am	Department 10002922 SW Architecture tea DCM860 (DCM860) No data	n	Department 10002923 Relationship manage DCM870 (DCM870) No data	ement team	Department 10003213 Trade Union DCH608 (DCH608) No data		Department 10004151 Front - end develop DCM880 (DCM880 No data	iment team)	Department 10004236 Maternity & HR DCH010 (DCH010) No data		Department 10004339 Central Admin C2C001 (C2C001) No data			
8 ³ 4 8 ³ 6 명		음 ³ 8 용8 명	2	음 용7 명		8 ³ 1 8 ²		8 ⁵ 7 897 g	3	8 ³ 47 A 52		83 11 89 34			

2. Search by cost center

If you want to search cost center, pick ,,Cost Centers and Departments".

Org Chart I	Position Org Chart	Compan	y Structure Overview	Directory		
Company Structure	Q Cost Centers and De		Search Q No Selection	n 👻	Q No Selection	•
	Company Structure (con Cost Centers and Depar	mpStruct	5			

In next window choose ,,Cost Center".

Org Chart F	Position Org Chart	Comp	any Structu	re Overview	Directory		
Company Structure	Q Cost Centers and D	ep: 👻	Search	Q Cost Center	Ŧ	Q No Selection	-
				Cost Center			
				Department			
				By people			
						2222	

Finally choose from menu the name of cost center, you want to display. For easier searching you can write down the name of cost center.

Org Chart P	osition Org Chart	Compa	ny Structu	re Overview	Directory		
Company Structure	Q Cost Centers and D	ep: 👻	Search	Q Cost Center	Ŧ	Q No Selection	-
							10000
						DCH607 (DCH607)	
						DCH608 (DCH608)	
						DCH010 (DCH010)	
						DCH633 (DCH633)	
						DCM507 (DCM507)	
						DCM807 (DCM807)	
							:
							0000000000000



Then the appropriate Cost Center is displayed. For more information click on "Department".

Now you can see more information.

Cost Center DCH610 DCH610 HR IS - Staff Parent Cost Center: No Data				
පී 4 ණි 12 1		Department HR Information System as of Today	s (11000071)	×
	\sim	Details		
		Code	11000071	
Department		Name	HR Information Systems	
HR Information Systems		Description	HR Information Systems	
HR Information Systems Parent Department: No Data		Parent Department		
DCH610 (DCH610)		Cost Center	DCH610 (DCH610) 🗉 🖁	
පී 4 ද <u>ි</u> 12		Head of Department		
Head of Department	>	History		
	>	People		
	>	Positions		

TIP: For easier and faster entry, you can add the most searched options to the "Favorites" section.

Search Q Cost Center + Q DCH610	(DCH610) - 🔀	🛅 Today
	Cost Center DCH610 DCH610 HR IS - Staff Parent Cost Center: No Data	
	1	
	Department 11000071 HR Information Systems HR Information Systems <i>Parent Department: No Data</i> DCH610 (DCH610)	
	음 4 설명 12 Head of Department	

How to do it? After you searched the information click on star icon.

The star got color and the you will find the list of your favorites in the right corner.

Search Q Cost Center	Q DCH610 (DCH610) ✓ ★	🖽 Today	- 100% + 🛃
	Cost Center DCH610 DCH610 HR IS - Staff <i>Parent Cost Center: No Data</i> 음 ³ 4 교 12		

After click on the star you can see your list.

