

RS Full, CS 11:00:00 AM For 2.5 Hours



#VUI	Picture	Name	Active	Security	Proto	Details	Access	Allocated Roles	Roles Stats	HSE	Training	Required Reading	Wage	Breaks	Holiday
51		Sophie Lines sophie.lines@viamed.co.uk Direct Email sophie.lines@vmsecure.me.uk	1	1	0										

Sophie Lines Activity

2024-06-06

Date From (Inclusive)	06/06/2023
Date To (Excluded)	06/06/2024

From 2023-06-06 To 2024-06-06

Sophie Lines Auto Tasks Completed

477

ID	Subject	Number Issues	Average Days to Complete
529	Review Inward Payments	52	4
519	Update Virus Software And Scan For Viruses	52	4
549	Ensure Sale or returns (SORs) Are Followed Up	52	4
621	Send VST Delivery Notifications	52	4
990	B2B Router / Peppol Responsibilitys	52	4
398	Checking EBay And Amazon For Orders And Messages	52	3
404	Link Call Log Contacts To The CRM	52	3
655	Clean Kitchen Sides and Table	52	3
393	Cleaning Of Office Windows	12	7
604	Check For GHX Orders	12	2
509	Shred Sensitive Paperwork warehouse	1	29
764	Software Validation Unchecked Orders	1	39
430	Emailing Of Invoices	16	1
523	Delivered not Invoiced	16	1
530	Check Cardea And Multiquote	3	2