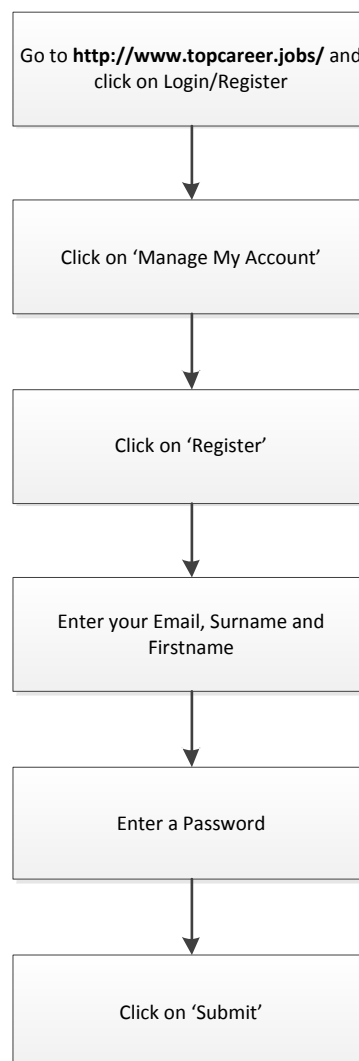


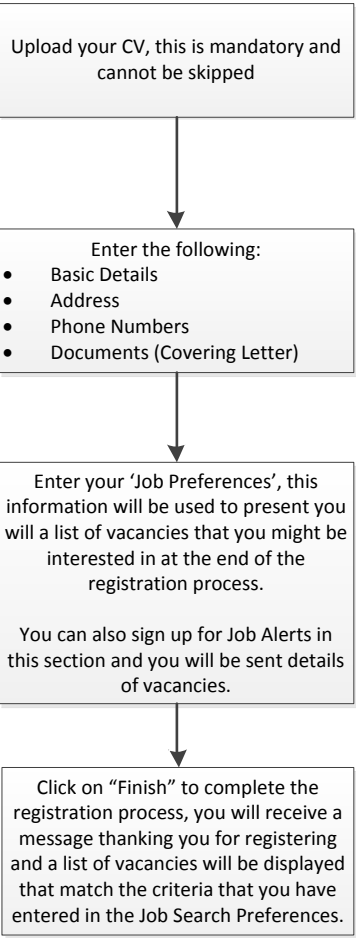
Candidate Guidance for TopCareer.Jobs

Before you apply for a job on our site you are required to create your own account online. This will also speed up the application process for any subsequent vacancies you may wish to apply for. You can register, create an account and then return to the site later to complete your application. Or you can register, create an account and then apply for a vacancy.

For all of our vacancies, you will be expected to apply by submitting a CV and covering letter. So you should make sure your CV is up to date and accurately reflects your skills and experience.

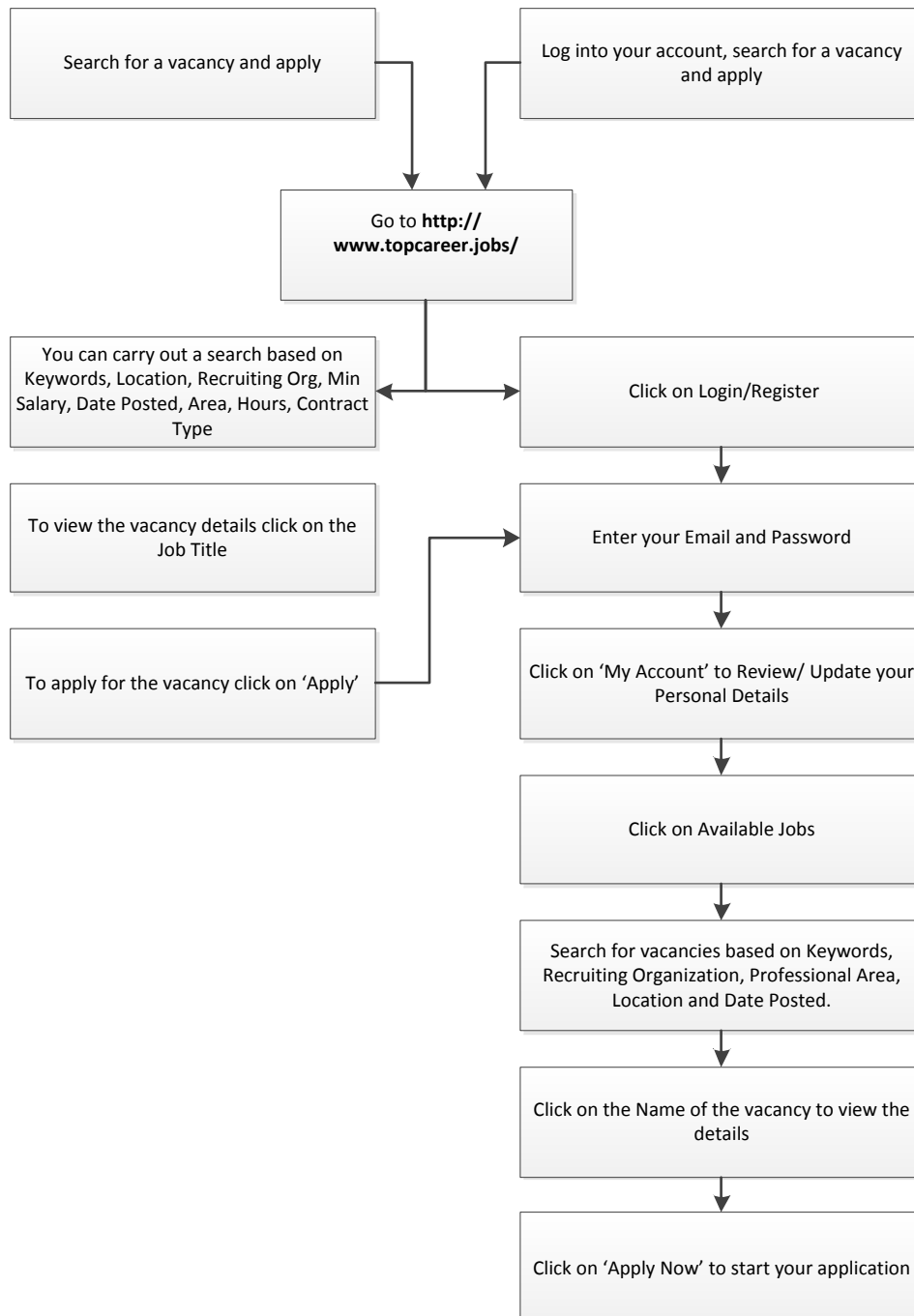
Registering and creating an account

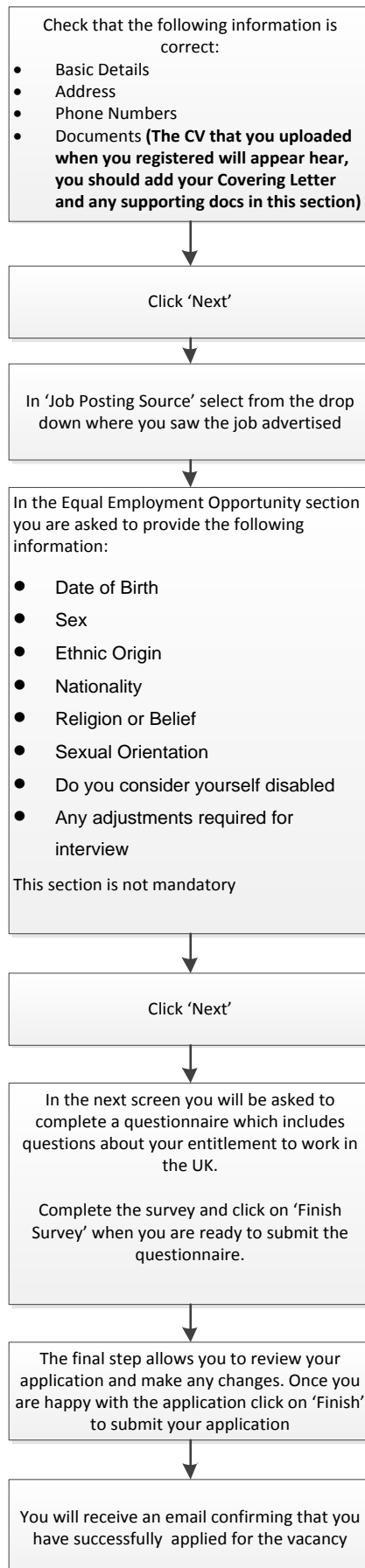




Applying for a vacancy after you have registered and created an account

There are two ways that you can access your account and apply for vacancies, you can search for a vacancy apply and this will take you to the login screen, or you can login first search and apply for a vacancy.





Updating you documents after you have applied

