eRecruitment Procedure Applicants – How to Set Up a Job Alert

PURPOSE

This procedure outlines how to set up a Job Alert.

1. Go to the eRecruitment home page: Click <u>here</u> or

https://career5.successfactors.eu/career?company=1657261P

2. Click on "Sign In".

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Search for Openings		
Keywords:	0	Anale Press
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	In job title In job title or description	Court Court
Job Language:	Any	
Requisition Number:		Welcome to the International Criminal Court's New eRecruitment System
Category:	Any	To create an account or access your profile page, please Sign In,
Functional Area:	Any	To search for vacancies and apply for jobs, internships or visiting professional opportunities, please click on "View Jobs" (to the left).
Duty Station:	Any	
	7 John	
	/ JODS match the selections	

- 3. Note: if you have not created an account, do this before completing the following step:
- 4. Enter your Email Address, Password and then click on "Sign In".

Career Opportunities: Sign In		
	Have an account? Please enter your login information below. Both your username and password are case-sensitive.	
-	* Email Address: * Password: Sien In Forest your password?	
	Not a registered user yet? Create an account to apply for our career opportunities.	
		Go Back

5. Click on "Job Management".

← → C Antps://career	5.successfactors.e	u/portalcare	er? s.crb=4nI35R	tfnc2eliGnhIB7ivv2a
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6. Click on "Saved Searches and Alerts".

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Caree	r Opp	ortuni	ties: Job	os Applied		
	page: 10 💌	Displaying	0 records			

7. Click on "Create New Job Alert".

HOME JO	B SEARCH	JOB MANAGE	EMENT	PASSWO	RD MANAGEMENT	MY PROFILE
JOBS APPLIED	SAVED SEA	RCHES/ALERTS	SAVED J	OBS DRAF	T APPLICATIONS	
Caree	r Oppo	ortunities	s: Sav	ved Sea	ar <mark>c</mark> hes/Aler	ts
Click "Cre	ate New Job New Job Ale	Alert" to start se	tting up	a Job Alert.		

8. Enter information into mandatory fields (*) and other fields as required and then click "Save".

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unities: Saved C	1 741 7	Create New Job Alert		
			_	
	*Name of Saved Search/Alert:			
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" to start setting up a Job		in job title in job title or description		
	Job Language:	Any		
	Category:	Any		
	Functional Area:	Any 🗸		
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	Requisition Number:			
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END