

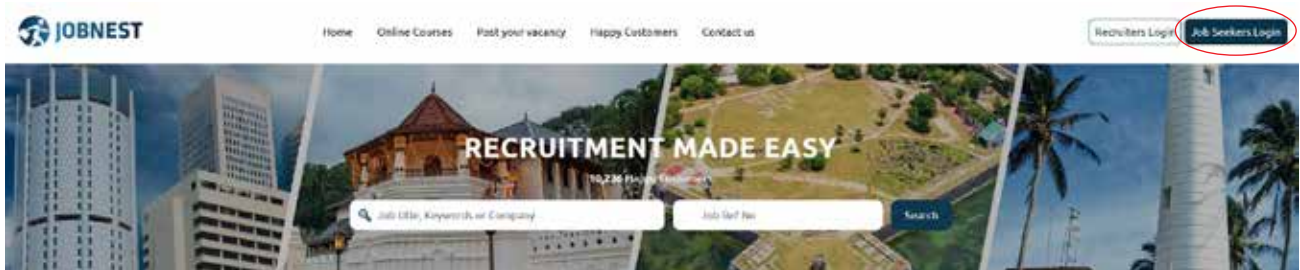


JOB SEEKER USER GUIDE

Welcome to Jobnest! This guide will help job seekers create an account, complete their profile, and apply for jobs step by step.

Step 1: Create an Account

1. Visit the Jobnest website.
2. Click on the 'Job Seekers Login' button.
3. Click on the 'Register' button.
4. Enter your full name, mobile, email address, and password.
5. Click 'Register' to complete signup.



Step 2: Verify Your Mobile OTP & Log In

1. Check the OTP sent to your mobile phone.
2. Enter the 6-digit code to complete verification.

Enter Verification Code

Please enter the 6-digit code sent to your mobile

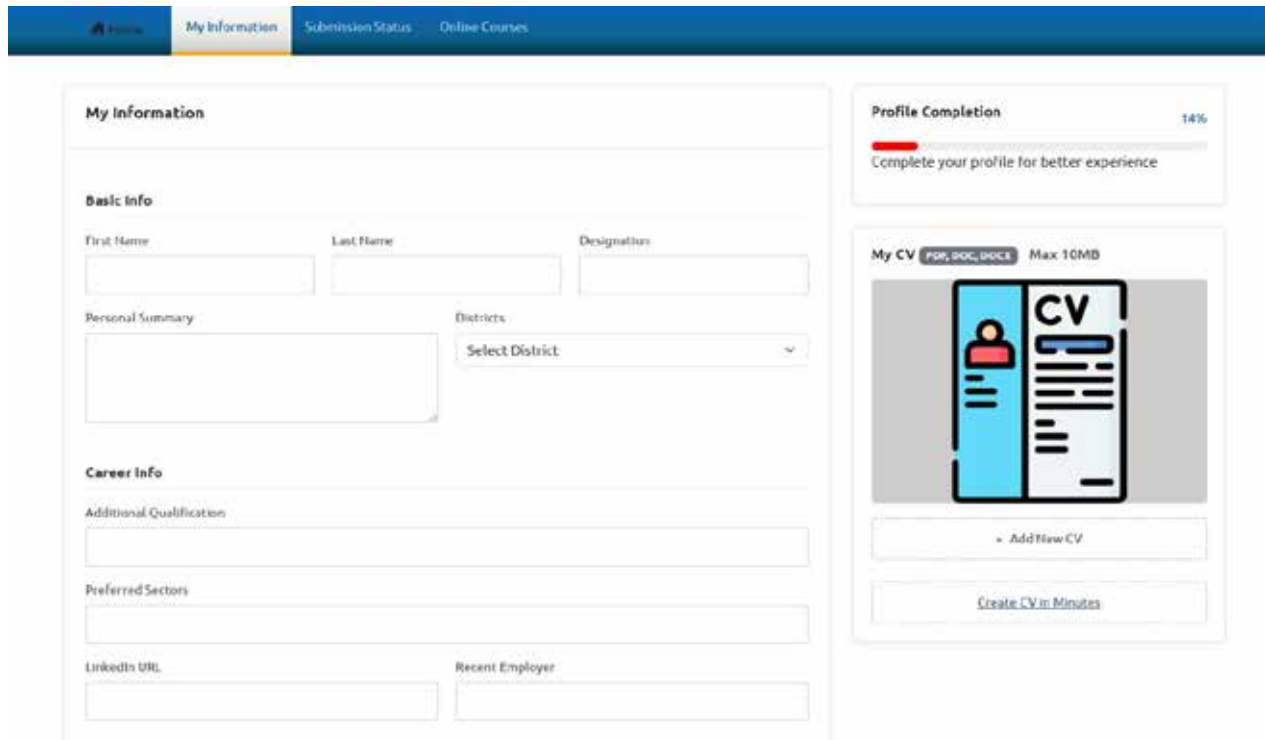
🔄 Resend in 51s

✓ Verify Code

Didn't receive the code? Check your spam folder or try resending.

Step 3: Complete Your Profile

1. Go to your Dashboard.
2. Click on 'My Information'.
3. Add personal details, education, skills, upload CV, and work experience.
4. Save your profile information.



The screenshot shows a web interface for completing a profile. At the top is a navigation bar with links: Home, My Information (highlighted), Submission Status, and Online Courses. The main content area is titled 'My Information'. It contains several sections: 'Basic Info' with fields for First Name, Last Name, and Designation; 'Personal Summary' with a large text area; 'Districts' with a dropdown menu labeled 'Select District'; 'Career Info' with fields for Additional Qualification, Preferred Section, LinkedIn URL, and Recent Employer. To the right of the main form is a 'Profile Completion' sidebar showing a progress bar at 14% and a message 'Complete your profile for better experience'. Below this is a 'My CV' section with a file upload icon, a 'PDF, DOC, DOCX' label, and a 'Max: 10MB' limit. It includes buttons for 'Add New CV' and 'Create CV in Minutes'.

Step 4: Search for Jobs

1. Use the search bar to enter job title or keywords.
2. Filter results by location, category, or job type.
3. Click on a job title to view full details.

Step 5: Apply for a Job

1. Open the job posting.
2. Click the 'Apply Now' button.
3. Confirm your application.
4. You will receive confirmation after applying.

Step 6: Track Applications

1. Go to your Dashboard.
2. Click 'Submission Status.'
3. View the status of your applied jobs.



For further assistance, please contact Jobnest Support.