



Tutorial Creating a company profile

HOW TO CREATE AND MANAGE YOUR COMPANY PROFILE

Create an account by going to "New user?"

OR

Enter the email address and password linked to your company profile.

If you have forgotten your password, you can click on "Get a new password".



Follow the link: https://unipv.jobteaser.com/en/sp_co mpanies/users/new

Test		Add my company	by JobTeaser
Are you registered?	?	Password	Get a new password
New user? 1. My account . Email . Password		7. My company * Name * Industry None selected •	
Follow th	ne link:		



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My account	7 My company
. my account	7. my company
Email	* Name
Password	* Industry
	None selected 🗸
Your password must contain at least 8 characters, with capital letters, lowercase letters and numbers	
0	* Activity
Commation	
	Maximum 70 charactors.
	National ID
. Your information	t Pupipers ture
First name	" maginess type
	* Logo
Last name	Select a file to upload Seuered non / ing. at least 100m wide
	administration (and a classific station station station)
Function	
Phone	8. My company profile
	Presentation
Address	B I U ♦ ¶• E• = = = =
	5 C B 4
Zip code	Type something

	Account				
TEST	Home > Account > CompanyA				
	Company A				
CAREER CENTER TEST CAREER CENTER - COMPANY	TEST Law Firm				
ACCOUNT BACK OFFICE by JobTeaser			🖋 Modify 👁 Display		
Account					
Events	Required Information		Content		
🖹 Jobs	Industries	Law Firms			
und Statistics	National ID				
	Business type	SME			
	Activity	Law Firm			
	Miscellaneous				
	Useful links				



Fill in all the mandatory details. Click on "Create this company".



Update your details by clicking on "Modify". Add your job offers by clicking on "Jobs" and then "Add a job offer".



The company profile is submitted for validation by the school.



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Once validated, the profile appears in the student's front office.

By clicking on the logo, the student can see all the information you've posted about the company.





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You can follow the number of views and clicks on your job offers as well as the number of applicants.

By clicking on "More", you can amend or archive your offer.

1 est offer 0 (0) TOTAL VIEW (UNIQUE	ES) APPLIES	Recruitment contact Anouska Bartlett 01234 56789 anouska.bartlett@jobteaser.com	
← List		⊘ Refuse ▲ Applicants (0) ● Display More +	
Details		Description	
Contract type	Internship	Company:	
Function	Communication, PR & Events		
Gratification		Assignment:	
Experience	Student / Recent Graduate	Required profile:	
Job file	Communication Officer	Required prome:	
Location	London, United Kingdom		
Country	United Kingdom		
Start date	Immediately		
Duration	From 4 to 6 months		
Created at	07 August 2017 14:48:28		
Expected archiving date	06 October 2017		
Company	Company A		
Business Type	SME		



