

Please follow the following stages and steps:

(I) create your own account and (II) fill in the job ads based on the instruction as follows:

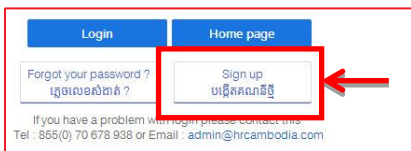
I). Stage 1: Creating your personal or organization's account

(if you have not got the account yet). Next time, you do not have to do step one, just go to Step 2.

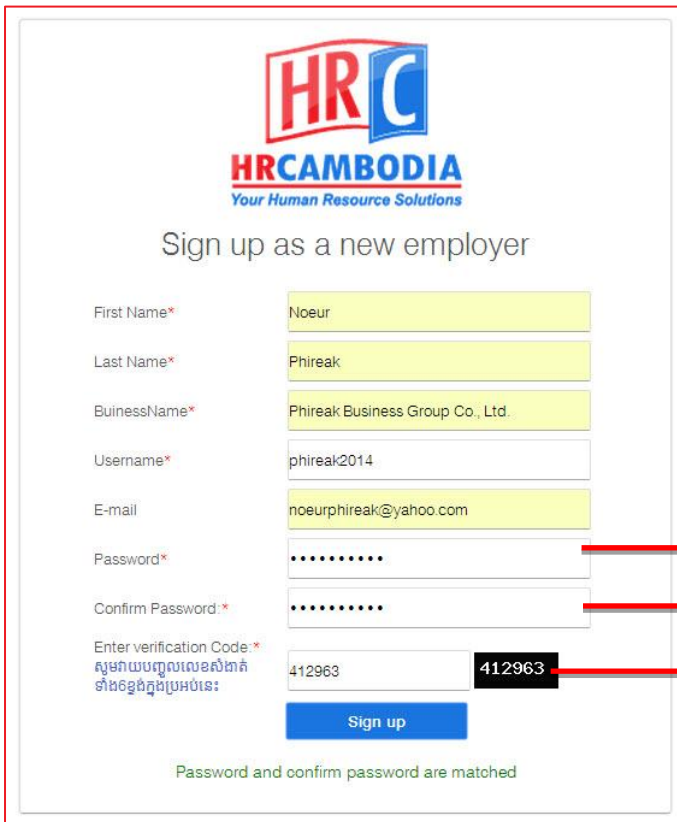
Step 1: Click the word (**Employer**)



Step 2: Click the word (**Signup**)



Step 3: Fill in the information following the below picture



ចម្ងល់នានាសូមទាក់ទង៖
+Tel: 010 80 93 55 (Job Seeker)
+Tel: 010 345 095 (Employer)
+Tel: 023 993 662 (Information)
+E: admin@hrcambodia.com

- At least 6 digits
- At least 6 digits
- Using the number in the box

Congratulations! Success!

Note: * (*) is compulsory.

II). Stage 2: Creating Job Ads

After completing Stage 1, next time, you do not have to do step one, just go to Step 2.

Step 1: Click the word (**Employer**)



Step 2: Fill in the information following the below picture

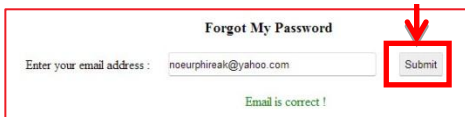


If forgetting password, please follow each step (a) (b) (c) and (d):

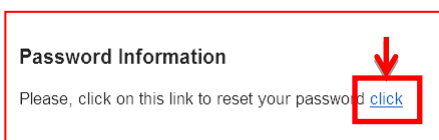
(a) Click the word **(Forget your password)**



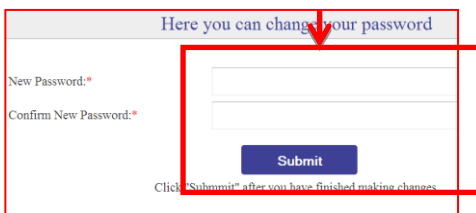
(b) Next. Fill in your **e-mail** and click button **Submit**



(c) Check your e-mail to get your password. Next, click the word **(Click)** in blue.



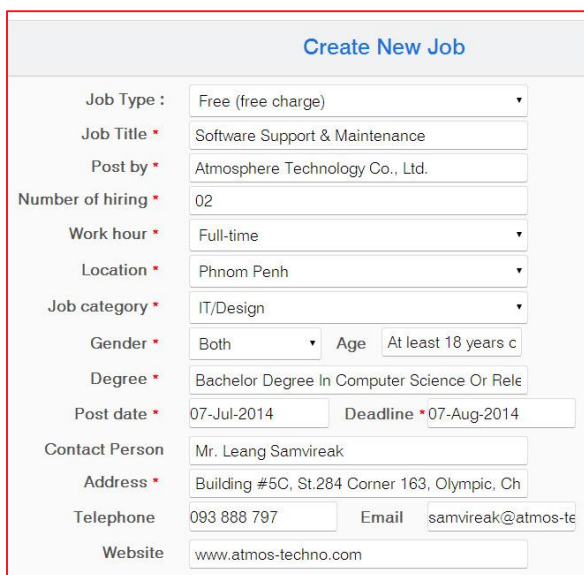
(d) Fill in your new Password and click Submit



Step 3: Click the word **(Post New Job)**



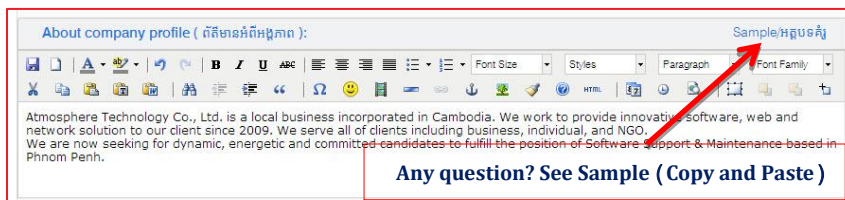
Step 4: Fill in the information in the **(Create New Job)**



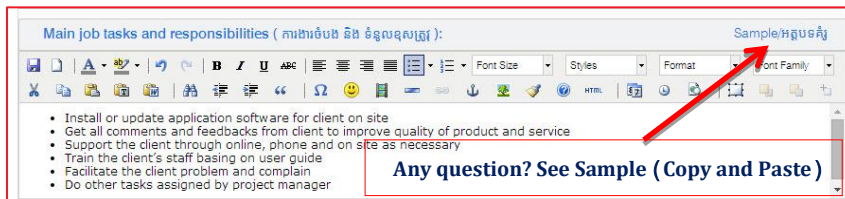
Note: (*) is compulsory.

Any questions contact: +855(0) 10 80 93 55 +855(0) 10 345 095 +855(0) 23 993 662 E-mail: admin@hrcambodia.com

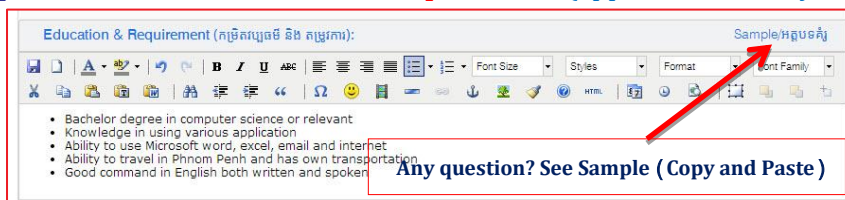
Step 5: Fill in About company profile (applicable to many languages)



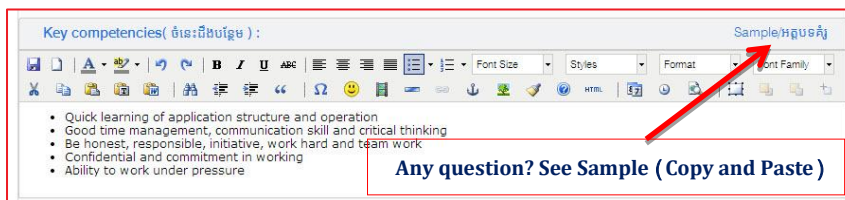
Step 6: Fill in the Main job task and responsibilities (applicable to many languages)



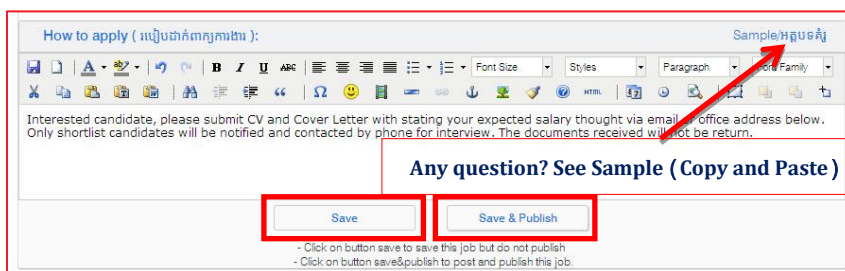
Step 7: Fill in the Education and Requirement (applicable to many languages)



Step 8: Fill in the Key Competencies (applicable to many languages)



Step 9: Fill in the How to apply (applicable to many languages)



Step 10: Next, click Main Page to see your published work.



Explanation:

- **Home** : For returning to home page
- **Main Page** : For keeping your achieved document
- **Post New Job** : For advertising new job ads
- **Re-Post** : For keeping the posted job ads
(The posted job ads can be deleted or reposted)
- **Account** : For monitoring and updating your account
- **CV/Resume** : For achieving candidate's CV
- **Order Credits** : For buying or keeping scores
- **Logout** : For exiting your account page safely

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or E-mail: admin@hrcambodia.com