



USER MANUAL

IRECRUITMENT – CANDIDATE External Web Tyre

KING FAISAL SPECIALIST HOSPITAL AND RESEARCH CENTER (KFSH&RC)

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Introduction

The objective of this user manual is to describe how to use and work with Oracle Human Resources Management System and show how to perform the KFSH&RC Human Resources-related activities through Oracle HRMS.





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4) Create Resume

a. Click on Finish to complete the registration process

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Use of My Account

Candidate/Applicant can update all their details via My Account

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The Following information can be updated via My Account

- Personal Information
- Qualification & Skills
- Preferences
- Login Information

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Note:

Incase while filling up the application the candidate revives any kind of error, please re-start the browser and login again to continue with the registration.





How to Login after completing the Registration process

Email & Password: Enter the email Id and password one had entered during the registration process



How to upload documents and view/send notifications after completing registration process

View Notifications \rightarrow Click on Full List to view all Notifications

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Click on My Account as shown below to update the candidate profile, upload any kind of relevant documents & add employment history etc.

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Employment History & Education Qualifications (Qualification and Skills tab)

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Upload documents

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