# Eligibility criteria for Search Job?

- Jobs Menu will be available if you come under any one of the following categories:
  - o Contract completed
  - o Only if your job status is unemployed
- You can search jobs by using the following search filters
  - o Technical skills
  - o State
  - o Districts
  - o Department
  - o Company Name
  - o Sector

#### How Search Job Works?

 Login to NATS portal with your credentials and then select Employment → Jobs → Search Job from the menu.

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Home   Communica	tion 🗸 🕴 Emplo	yment 🛩 丨 Apprenti	iceship 🗸 🕴 Es	tablishment Requests	<ul> <li><sup>−1</sup> Help </li> </ul>			
Search Job								
Tochnical Skill								
<ul> <li>Verified Technica</li> </ul>	i Skill - java	phython C-	••					
Enter technical skill								
State		District		Department		Establishment Name	Sector Type	
Select	•	Select	•	Select	•	Enter partial/complete name	Select	
							Search	Reset

- You can select multiple technical skills, states, Departments while searching jobs.
- Suggestions for establishment name will be provided based on the skills, states, districts, department and sector type if available.
- On clicking **Search**, the list of establishments matching the search criteria will be listed as below.

Search Job						
Technical Skill Verified Technical Skill - NA Enter technical skill						
State	District	Department	Establishme	ent Name	Sector Type	
Select an option -	Select an option	- Select an option	-	×	Select an option	
					Search	Reset
1 Establishment(s) Found		Search		3 Job Adverti	sements	
Manufacturing						View More Jobs
				JV19	00167	
<b>Q</b> Tamilnadu						
Job Vacancy Available				<b>♀</b> Aga	artala	
User ID:				Contact Number:	5464645673	
000.101				Email ID:	sdfa@sdfs sdf	

- Job Advertisements will be listed based on your search criteria.
- On clicking View Job Details, the user will be redirected to Establishment job details page.

	Communication,IT (Hardwa	arej, il jolitwa Oserilo.		Sector Type: Private	
	re)	Employe	ee count: NA	Website Address: NA	
	V Karnataka				
b Vacancy Available					
eferred Department	s: Computer Engineering COMPLITER S		Computer Science and Engineering Co	mouter Science/Computer A	onlication COMPUTER
CHNOLOGY Electric	al and Electronics Engineering Electrical	Engineering ELECTRONIC	S & COMMUNICATION ENGINEERING	3 Electronics & Tele-Commu	inication Engineering Electronics
gineering INFORMA	TION SCIENCE AND ENGINEERING Inf	ormation Technology Mech	anical Engineering Others TELECOMM	INICATION ENGINEERING	
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Apply for Estable bb Advertise JV1900	ments	JV1900	192	Search JV1900	189
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Apply for Estable JV1900 ↓ Q Adilab Contact Number: Email ID: Post Advertised: Salary: Vacancy: Expiry Date: Departments:	Ments 193 ad. Agarmalwa 6464645064 gafdad@adfadg.dfg 6adja.Gadfadg.dfg 6adja.Gadfadg.dfg 6adja.Gadfadg.ddfgdf 53453 5856 29-05-2019 (BLOCKED)BAKERY AND CON FECTIONARY, ACCOUNTANC	JV1900 Q Agam Q Agam Contact Number: Email ID: Post Advertised: Salary: Vacancy: Expiry Date: Departments:	192 halwa, Agartala, Agra 123111111 dafffff@gaadfs.dfs Sdfsdfaf.Sdfsfadf.Ssss.Deeedds 12312 1232 28-05-2019 (BLOCKED)BAKERY AND CON FECTIONARY, ACCOUNTANC Y & AUDITING, ACCOUNTANC	Search JV1900 Q Adilab Contact Number: Email ID: Post Advertised: Salary: Vacancy: Expiry Date: Departments:	189 ad, Agra 343434344 drifgdfg@dfgdfg.dfg Dfsfsffdf 3434434 45 08-05-2019 (BLOCKED)BAKERY AND CON FECTIONARY

• On Clicking the **View Additonal Information**, all the information mentioned during job posting will get dispalyed.

3013000	
<b>♀</b> Adilab	ad
Contact Number:	4545454545
Email ID:	samplemail@abc.com
Post Advertised:	Manufacturing
Salary:	25000
Vacancy:	673
Expiry Date:	06-09-2019
Departments:	ACCOUNTANCY & AUDITING
View Additional Infor	mation 🛩
Address:	Adilabad

- If the establishment has posted any job advertisement based on the student skills (eg, Testing , Development) you can apply for the same.
- You can also apply for multiple advertisements within the same establishment.
- If job advertisement is not available, the student can still apply to the establishment and will be notified when the establishment posts any job.
- You can apply for a **maximum of 50 jobs**.
- After you apply for a job, success message will be displayed with Job ID.

Job Status	
Job Request ID: JOB1900021	
Advt ID: JV1900002	
Establishment Name:	
Post: erte	
Skills: NA	
Current Status: Notified Establishment JOB Applied Status: Success	

## How to Track the applied Job applications?

• Click Employment → Jobs → Track My Application

ALL REQUESTS - 20	ACTIVE - 15	REJECTED - 5		
			<u>(</u>	
			Search	
Job ID: JOB1900021				
Establishment Name				
Job Advertisement ID: JV1	1900002			
Nature of Job dsfsdf				
Skills: NA		Location: Tamilnadu	Sector: Private	
				View Job status
Job ID: JOB1900020				
Establishment Name:				
Job Advertisement ID: NA				
Nature of Job NA				
Skills: NA		Location: Tamilnadu	Sector: Private	

- The page will be loaded with all job applications.
- You can track step by step status of the job application by clicking on View Job Status.
- The applied jobs can be removed by clicking the **Remove** button.

				View Job Status •
Job ID: JOB1900117				
Establishment Name:				
Job Advertisement ID: NA				
Nature of Job: NA				
Skills: NA		Location: Tamilnadu	Sector: Private	
				View Job Status 💙
Job Applied	Notified establishment 2 10-04-2019 12:04:05	Shortlisted / Rejected	Selected / Rejected	Accepted / Rejected
Remove				

• If your application is accepted by the establishment, Interview Venue, Date, Time, Job description can be viewed.

Job ID: JOB1900120 Establishment Name: Job Advertisement ID: JV1900079					
Skills: NA		Location: Karnataka		Sector: Private	
					View Job status 💙
Job Applied	Notified establishment	Interview Shortlisted 3 10-04-2019 16:51:1	Selected / Rejected		Accepted / Rejected
Interview Details Venue: Chennai   Date: 16	-04-2019   Time: 10:00 AM	Additional Information: Brin	g Resume.		

#### • If you got rejected by the establishment, the status will be updated as **Rejected**.

Job ID: JOB1900113 Establishment Name: Job Advertisement ID: NA	(*****			
Nature of Job NA		L		
Skills: NA		Location: Karnataka	Secto	r: Private
3				View Job status 🗙
Job Applied	Notified establishment	Rejected 3 10-04-2019 16:54:06	Selected / Rejected	Accepted / Rejected
Remarks NA				

• If you got selected after the interview by the Establishment, the status will be "Interview Selected".

Job ID: JOB1900120				
Establishment Name:				
Job Advertisement ID: JV1900079				
Nature of Job: dfadfadfadf				
Skills: NA		Location: Karnataka	Sector: Private	
				View Job Status
Job Applied	Notified establishment	Interview Shortlisted	Interview Selected	Accepted / Rejected
(1)	2	3	4	5
U	10-04-2019 12:24:14	10-04-2019 16:51:12	10-04-2019 17:10:10	$\bigcirc$
Accept Reject				

- If you are selected in the interview, you can either accept or reject the job offer.
- If you got rejected after attending interview the status will be "Rejected".



## How to View all Vacancy Details posted by establishment?

- Job Advertisements (33) Remaining Job Application(s) 43 Search JV1900196 JV1900195 JV1900194 Q Adilabad, Agra, Alappuzha, Almora, Q Agarmalwa, Agra Q Adilabad, Agra, Alappuzha, Almora, Ambala, Amroha, Aravalli(Modasa), Ambala, Amroha, Aravalli(Modasa), Contact Number: 1234567899 Aurangabad, Baksa, Baloda Bazar, Aurangabad, Baksa, Baloda Bazar, Email ID: dfg@dfg.cbb Bankura, Bargarh, Barpeta, Begusarai, Bankura, Bargarh, Barpeta, Begusarai, Post Advertised: Bhagalpur, Bharuch, Bhopal, Bikaner, Bhagalpur, Bharuch, Bhopal, Bikaner, Manufacturing.Processing(Foo Bokaro, Budaun, Buxar, Champawat, Bokaro, Budaun, Buxar, Champawat, d), Processing(Oil Refinery), IT (S Charaideo, Chikmagalur, Churachandpur oftware), Any Other - Specify, java Charaideo, Chikmagalur, Churachandpur Contact Number: 2133133333 Contact Number: 2133133333 Salary: 44444 Email ID: sdf@sdg.cbb Email ID: sdf@sdg.cbb Vacancy: 5 Post Advertised: Post Advertised: Manufacturing.Power(Generatio Manufacturing Expiry Date: 04-05-2019 n) Automobile Transportation Re Salary: 33333 Denartment<sup>\*</sup> View More Details View More Details View More Details
- Click Employment → Jobs → Vacancy Details

• Student can apply for the desired job by clicking the View Job Details.