Eligibility criteria for Search Job?

- Jobs Menu will be available if you come under any one of the following categories:
  - Contract completed
  - Only if your job status is unemployed

- You can search jobs by using the following search filters
  - Technical skills
  - State
  - Districts
  - Department
  - Company Name
  - Sector

How Search Job Works?

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

- 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.
- 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.

- On Clicking the **View Additonal Information**, all the information mentioned during job posting will get displayed.
If the establishment has posted any job advertisement based on the student skills (e.g., 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.
How to Track the applied Job applications?

- Click Employment → Jobs → Track My Application

- 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.

- If your application is accepted by the establishment, Interview Venue, Date, Time, Job description can be viewed.
• If you got rejected by the establishment, the status will be updated as **Rejected**.

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

• 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**”.

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**Job ID:** JOE1900120  
**Establishment Name:** [Redacted]  
**Job Advertisement ID:** JV1900079  
**Nature of Job:** [Redacted]  
**Location:** Karnataka  
**Sector:** Private

**Interview Details**

- **Venue:** Chennai  
- **Date:** 16-04-2019  
- **Time:** 10:00 AM  
- **Additional Information:** Bring Resume

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**Job ID:** JOE1900113  
**Establishment Name:** [Redacted]  
**Job Advertisement ID:** NA  
**Nature of Job:** NA  
**Location:** Karnataka  
**Sector:** Private

- **Job Applied:** 10-04-2019 12:24:14  
- **Notified establishment:** 10-04-2019 12:24:14  
- **Interview Shortlisted:** 10-04-2019 16:51:12  
- **Rejected:** 10-04-2019 16:54:06

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**Job ID:** JOE1900120  
**Establishment Name:** [Redacted]  
**Job Advertisement ID:** JV1900079  
**Nature of Job:** [Redacted]  
**Location:** Karnataka  
**Sector:** Private

- **Job Applied:** 10-04-2019 12:24:14  
- **Notified establishment:** 10-04-2019 12:24:14  
- **Interview Shortlisted:** 10-04-2019 16:51:12  
- **Interview Selected:** 10-04-2019 17:10:10

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**Remarks**

- **NA**

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**Job ID:** JOE1900113  
**Establishment Name:** [Redacted]  
**Job Advertisement ID:** NA  
**Nature of Job:** NA  
**Location:** Karnataka  
**Sector:** Private

- **Job Applied:** 10-04-2019 11:54:00  
- **Notified establishment:** 10-04-2019 11:54:00  
- **Rejected:** 10-04-2019 16:54:06

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**Remarks**

- **NA**
How to View all Vacancy Details posted by establishment?

- Click Employment → Jobs → Vacancy Details

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