



# CANDIDATE APPLICATION & REGISTRATION PROCESS

## CANDIDATE APPLICATION & REGISTRATION PROCESS

*This presentation will guide you through the process, to complete your registration and application for the position of an **Associate System Engineer at IBM India***

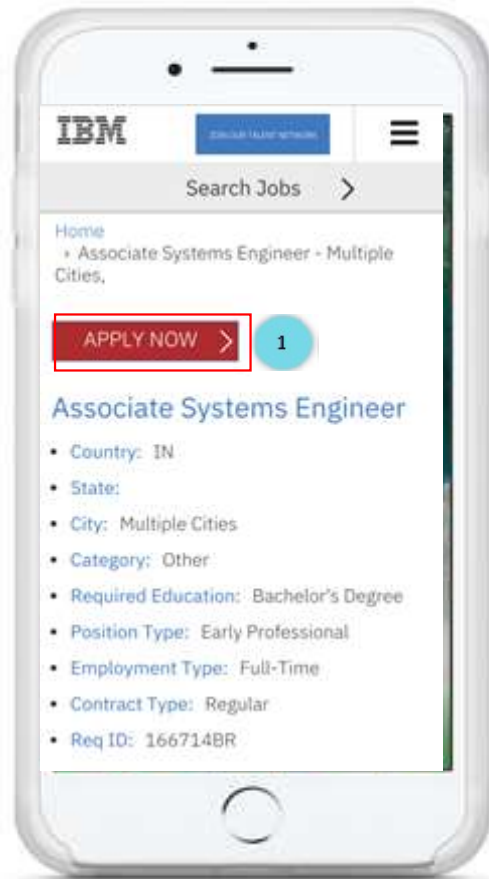
*Before you start with your registration process, please ensure to keep a soft copy of the following documents ready:*

- *Resume*
- *Government ID Proof with **correct Name and Complete Date of Birth** (as in Aadhar/ PAN Card / Passport / Drivers License / Voters ID)*
- *Marksheets*
  - *10, 12, Diploma marksheet and certificates*
  - *UG & PG marksheet & certificates(as applicable) until the semester completed (incase of internet copies of the last semesters – please ensure to get the same attested prior to uploading it on the portal)*
- *Work Experience documents if any*

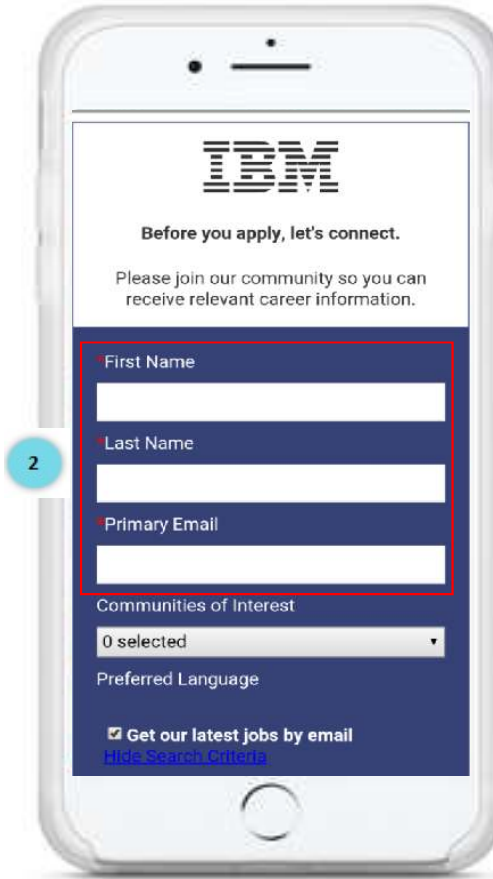
*Ensure to remember your log in ID and password throughout the process*

You may also apply via your Desktop/Laptop or Mobile phone, for your reference the presentation depicts the mobile view

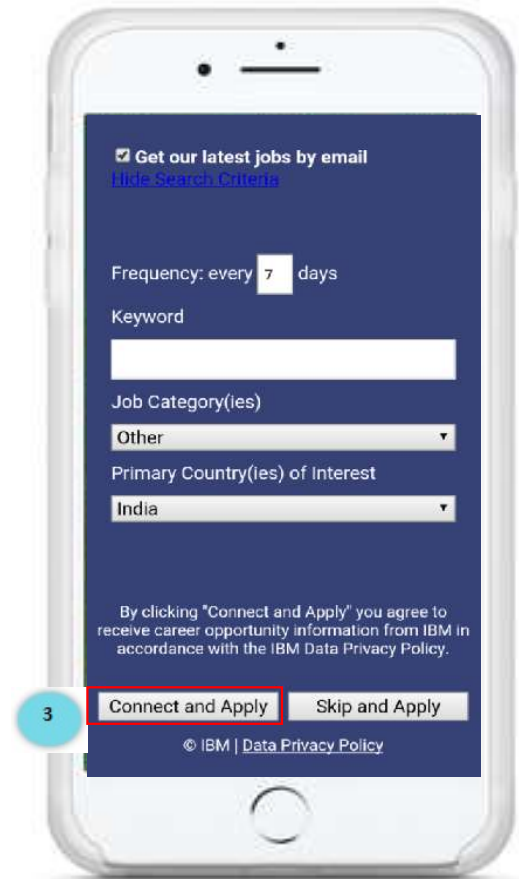
**Step 1. Apply here** → <https://careers.ibm.com/ShowJob/Id/348510/Associate-Systems-Engineer/?lang=en>



1 Select 'Apply Now'

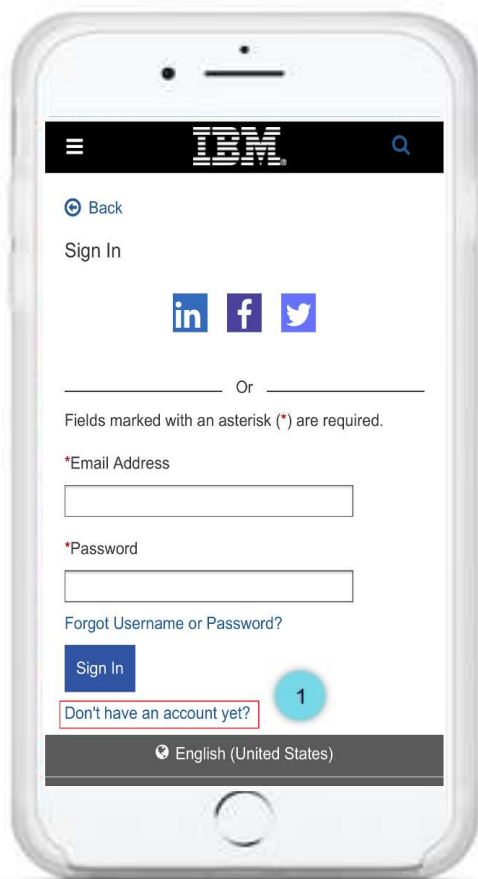


2 Enter your first name, last name as per your Govt ID & documents and Email address

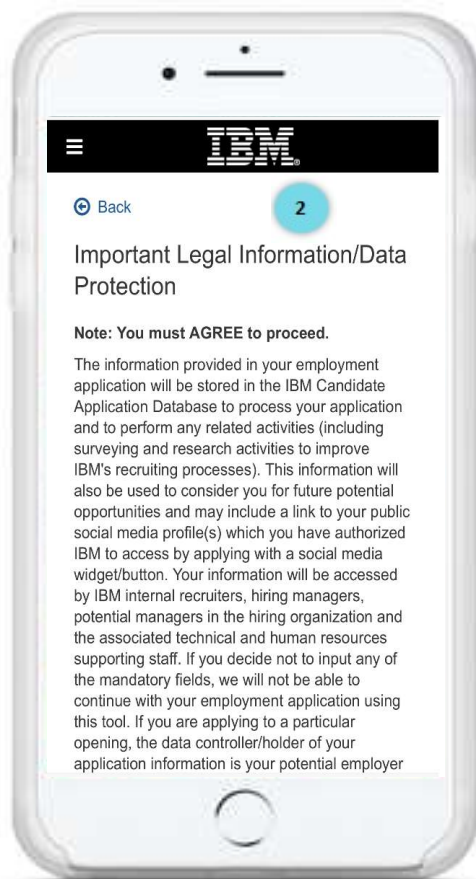


3 Select 'Connect and Apply'

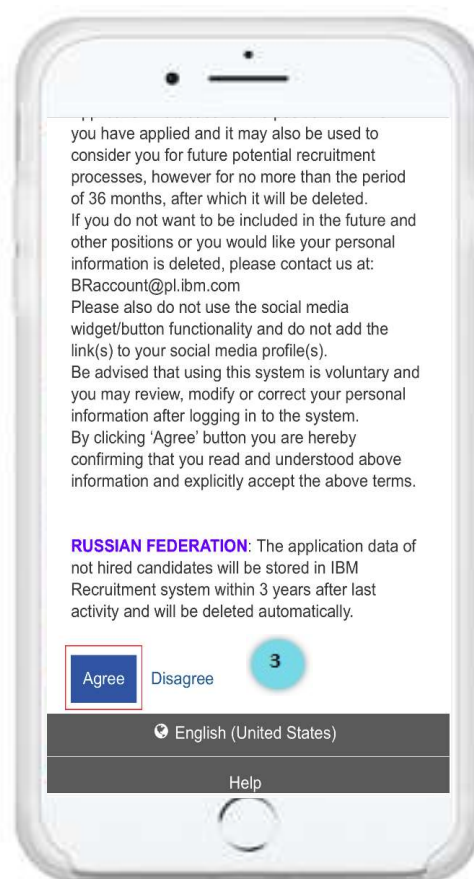
## Step 2. Create an account



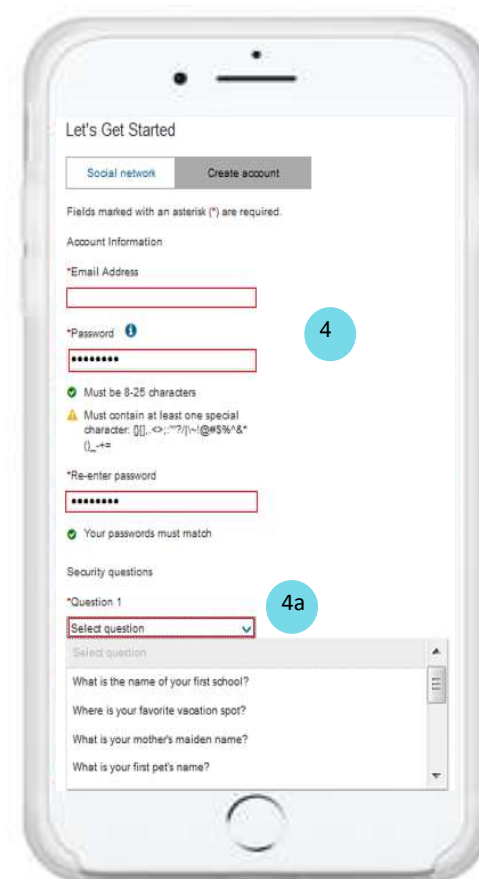
1 Click to create an account



2 Read the legal information



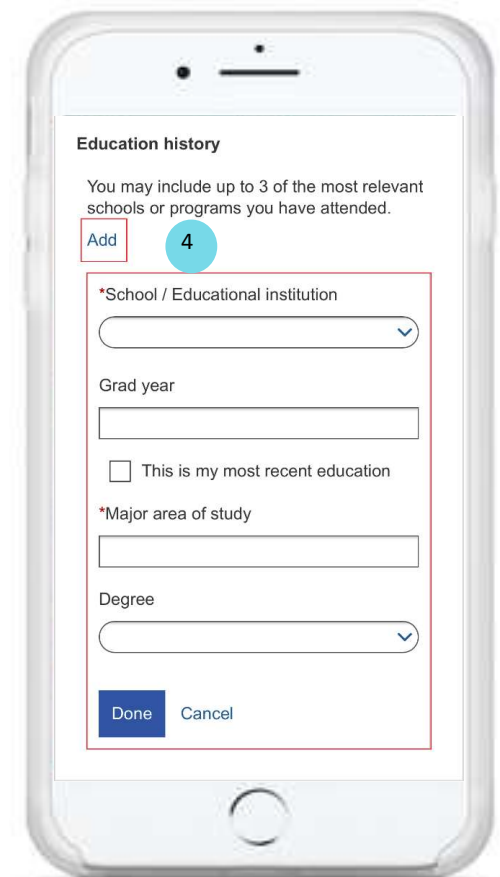
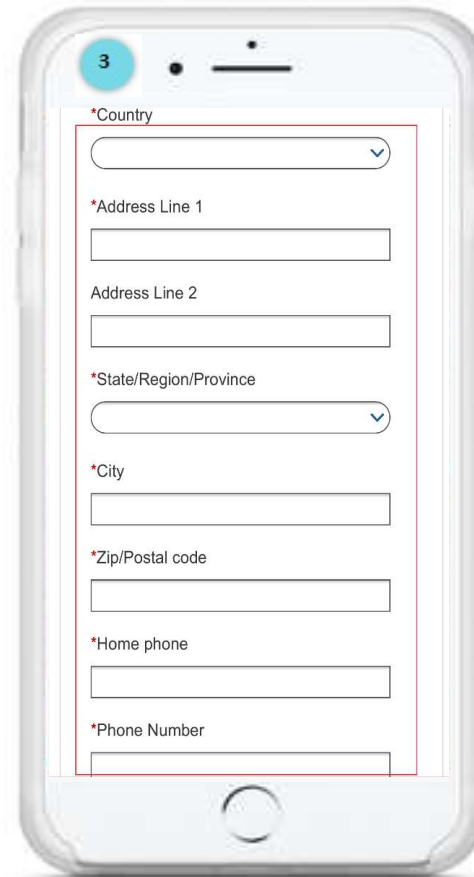
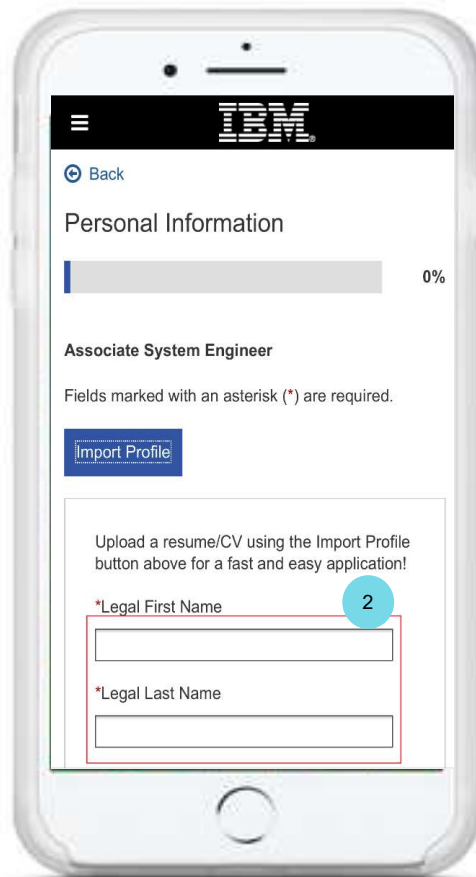
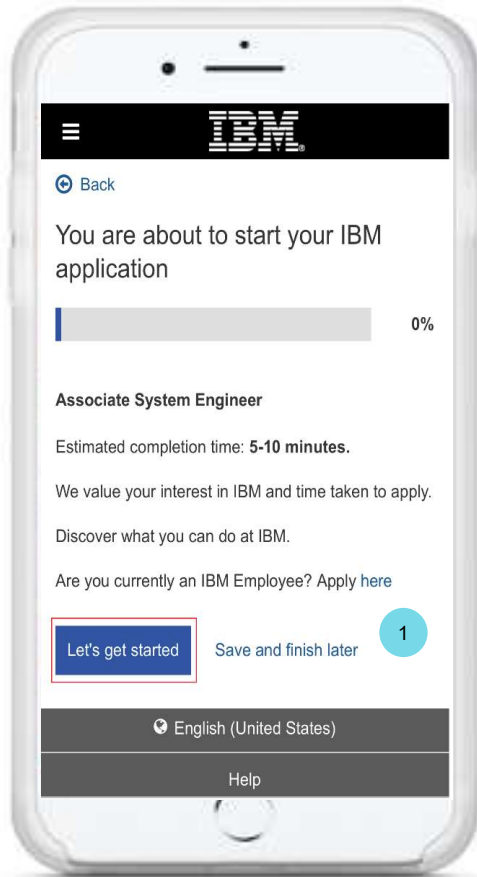
3 Click on 'Agree'



4 Create user id and password  
\*Please ensure to remember this throughout the application process

4a Select a security question from the drop down and click 'Continue'

## Step 3. Fill In your personal details



1 Click 'Let's get started'

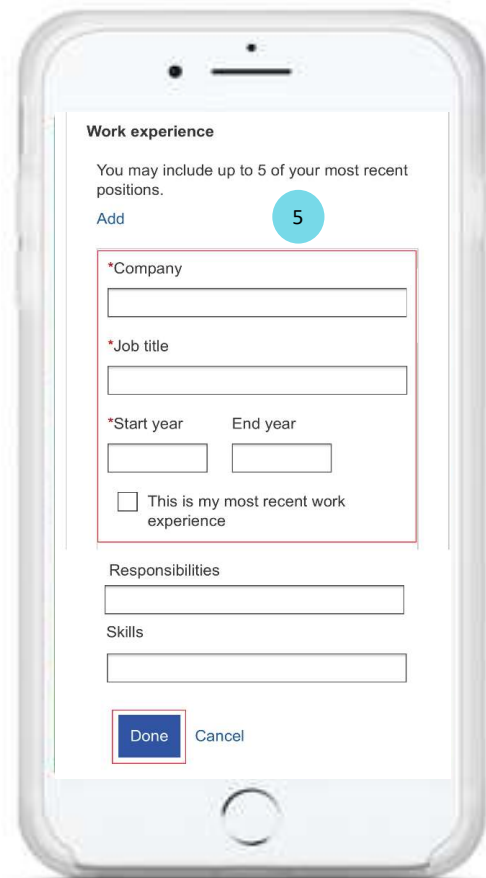
2 Enter your first name and last name as per your Govt ID & documents

3 Enter your personal details

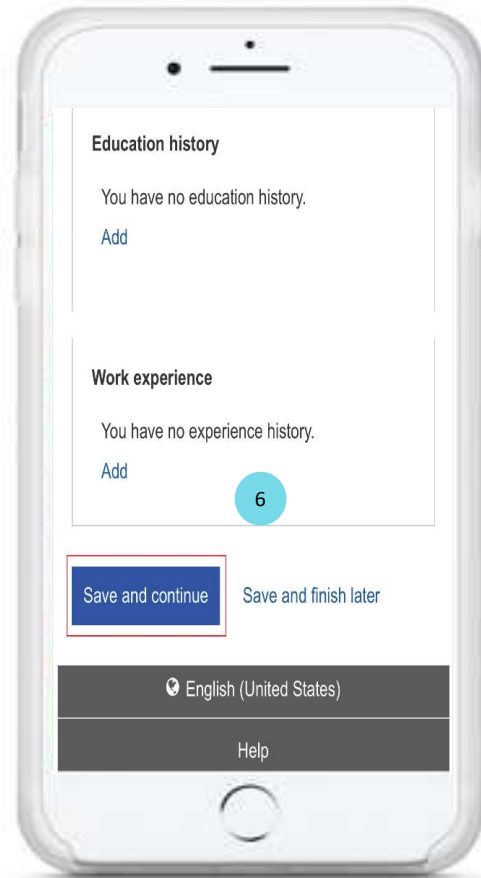
4 Click 'Add' and fill in your education details from 10<sup>th</sup> until the highest education pursuing



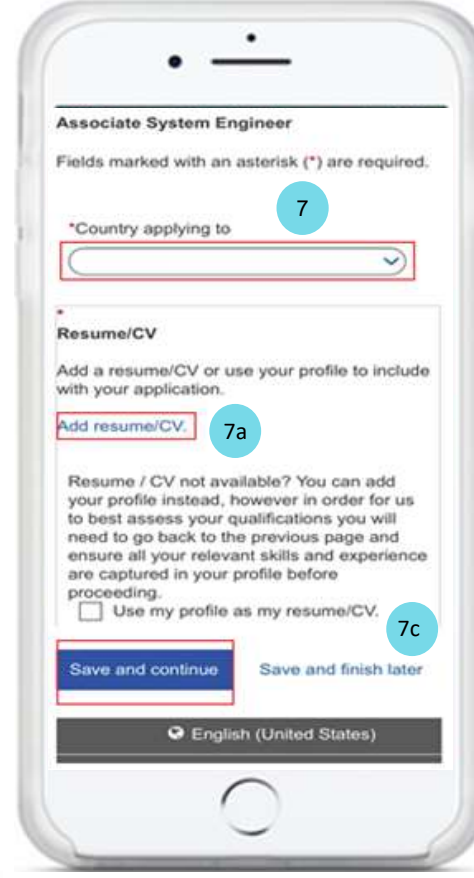
## Continued...



5 Add work experience (if any)



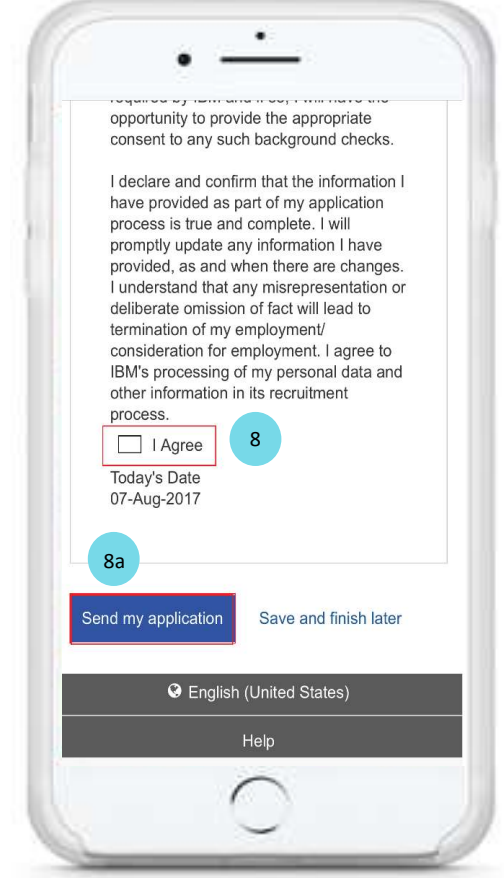
6 After filling your education and work details click 'Save and continue'



7 Select 'India' from the drop down

7a Add Resume as an attachment

7b Click 'Save and continue'

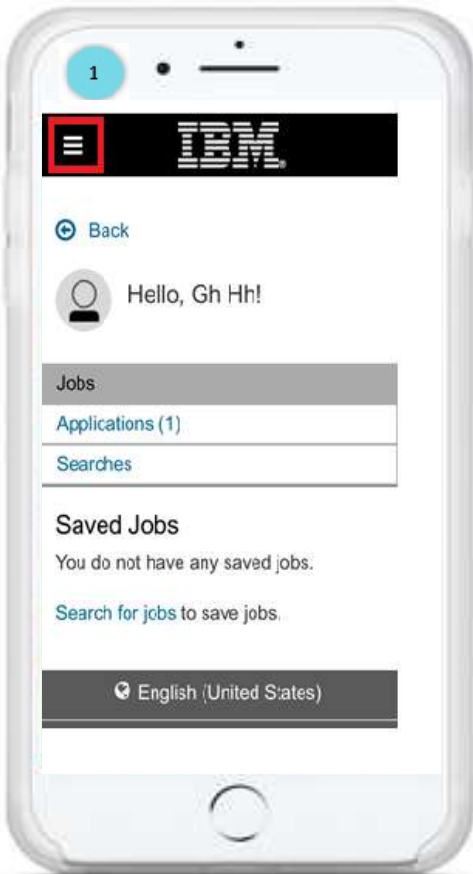


8 Read the disclaimer and click 'Agree'

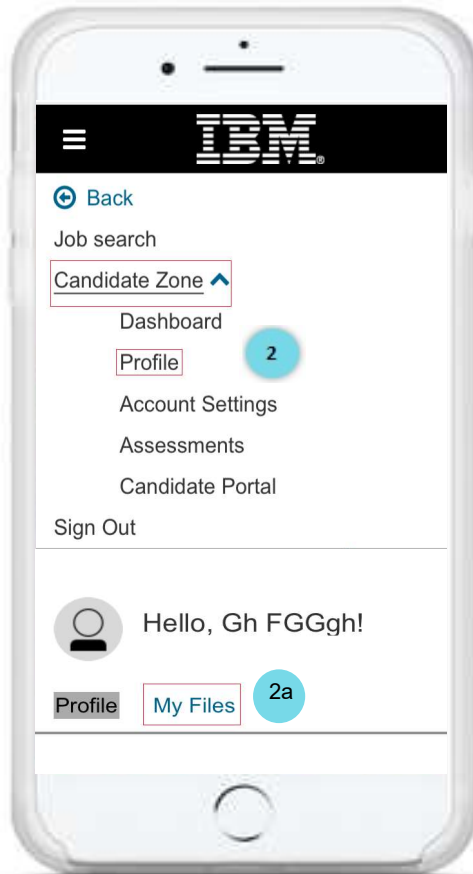
8a Click on 'Send my application'



## Step 4. Upload documents

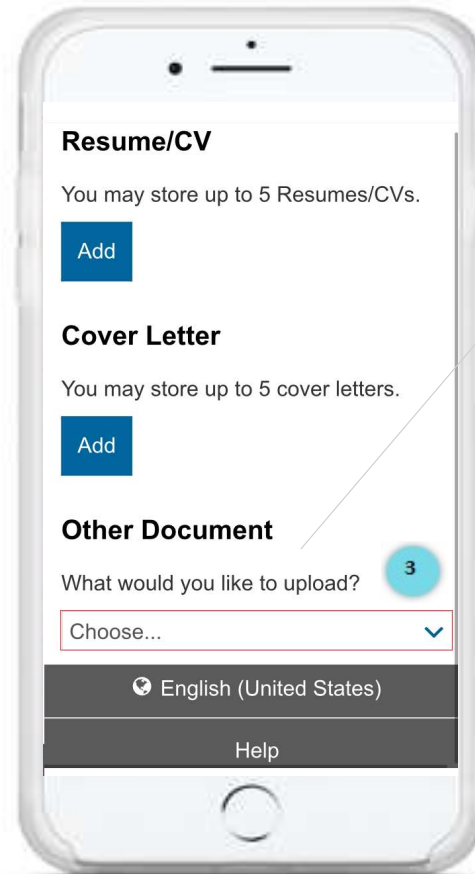


1 Click on the highlighted icon to get to the 'Candidate zone'



2 Click on 'Profile'

2a Click 'My files'



3 Click the drop down and upload mandatory documents \*

### Resume/CV

You may store up to 5 Resumes/CVs.

Add

### Cover Letter

Choose...

Other

Certificates

References

Work Permit Documents

Choose... v

English (United States)

Help

-Resume  
- Government ID Proof  
- **Marksheets**  
  .10, 12, Diploma marksheets and certificates  
  .UG & PG marksheets & certificates

AND LOG OUT







THANK YOU