Step-by-Step Job Application Guide

Before you submit your application, please ensure you have:

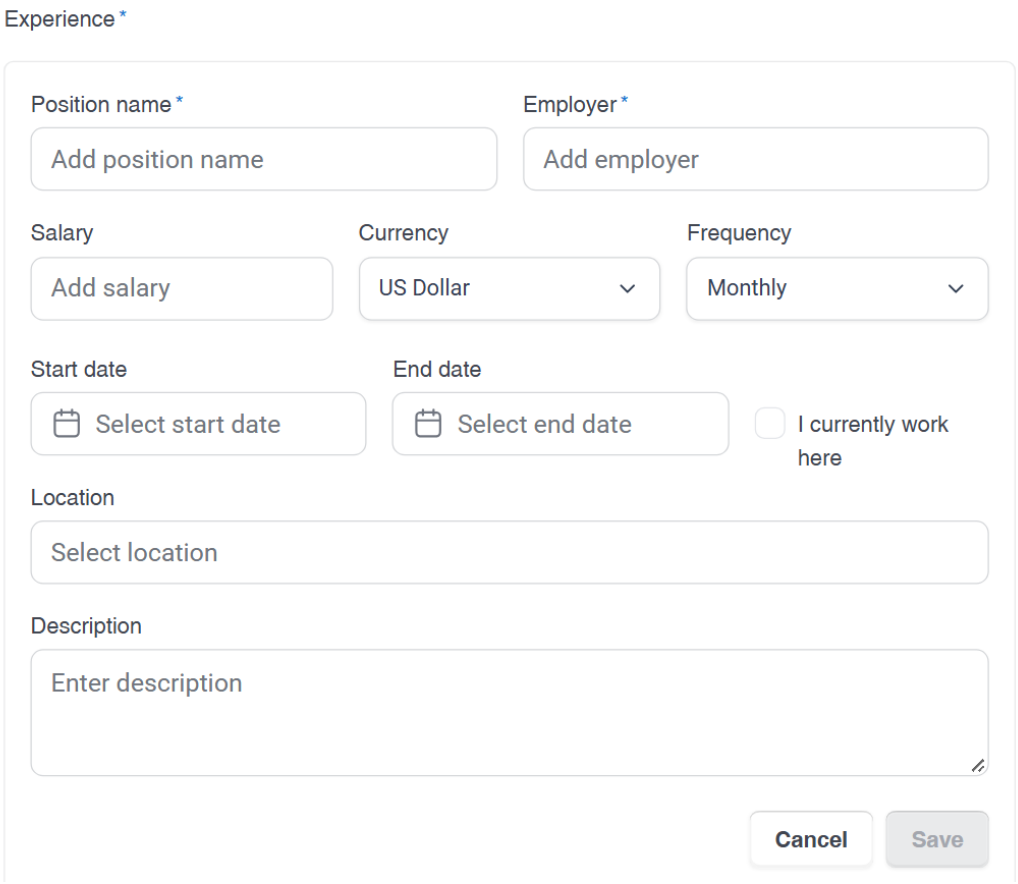
- Completed all required fields marked with an asterisk (*).
- Saved each work experience entry you added
- Uploaded all requested supporting documents.
- Accepted our Terms & Conditions and Privacy Policy.

Note: *The* ***Apply/Submit*** *button will remain inactive until all steps above are completed.*

Application Form Fields:

1. Full name*
2. Phone number*
3. Attach resume/CV *
4. Email Address*
5. Gender *
6. ID/Passport Number *
7. Provide a short summary of your expertise, skills, and suitability for the role*
8. When is your birth date? * “(or when is your date of birth?)”
9. What is your current location? * **(e.g., begin typing your location such as "Nairobi" or "Turkana," then click to select the full location from the drop-down list that appears, such as "Nairobi, Kenya" or "Turkana, Kenya")**
10. Nationality? *
11. What is your current company? *
12. What is your current position? *
13. How many years of experience do you have? *
14. What is your current salary? * (All three below required)
    (i) Salary
    (ii) Currency
    (iii) Frequency
15. What is your notice period? *

16. What is your expected salary? * (All three below required)
    (i) Salary
    (ii) Currency
    (iii) Frequency
17. What are your expected benefits*
18. Add your experience (Click on the plus sign "+ Add experience")
    Save/Cancel: Please click Save after entering each work experience. The Apply/Submit button will remain inactive until all added entries are saved.



19. Upload and attach supporting documents
20. Agree to our terms and conditions and privacy policy. **Swipe the round button below to the right**

Grey: Not agreed



Blue: Agreed

21. Click **Apply/Submit** to complete your application