



HOW TO APPLY FOR A NEW JOB:

Note: Please use Firefox versions 50 & above, Internet Explorer 9.0 & above and Google Chrome 51.0 & above.

1. Register Yourself:

Click on Register today button to register yourself to apply for particular job. If you have already registered and has Login ID and Password then enter the email and password and click on Login button.

A screenshot of a web application's login page. At the top left is a key icon and the word "Login". Below this is a blue header bar with the text "Is this your first time to our Job Site?". Underneath is a "Register today" button. A second blue header bar reads "Already registered on our Job Site?". Below this are two input fields: "Email" and "Password". A "Login" button is positioned below the password field. At the bottom left, there is a green checkmark icon followed by the word "TIP" and a link that says "Did you forget your password?".

Login

Is this your first time to our Job Site?

Register today

Already registered on our Job Site?

Email

Password

Login

TIP Did you [forget your password?](#)

2. Job Search:

A screenshot of a job search interface. It features a blue header bar with the text "Job Search". Below the header is a paragraph of text: "Want to find a job quickly? Choose one of the job categories on the left or use the f... begin. Choose the Advanced Search button to further refine your search". The search form includes three input fields: "Keywords" with the text "hr" and a subtext "(example: Marketing Java DBA)", "Date Posted" with a dropdown arrow, and "City Location" with the text "PK" and up/down arrows. At the bottom are "Search" and "Clear" buttons. To the right of the form is a faded image of two people looking at a laptop.

Job Search

Want to find a job quickly? Choose one of the job categories on the left or use the f... begin. Choose the Advanced Search button to further refine your search

Keywords (example: Marketing Java DBA)

Date Posted

City Location

Search Clear

IFL iRecurment registration and application process(step by step)

1. Registration

The screenshot shows the registration process. At the top, there are navigation links for 'Home' and 'Jobs'. Below that, a 'Registration' section contains a message: 'If you have already registered with Recruitment, then please [log in](#) now. If you have not already registered, please enter your details below.' There are 'Cancel' and 'Submit' buttons. The form is divided into two main sections: 'Your Details' and 'Your Password'. In 'Your Details', there are fields for 'Email' (jef.akram@hotmail.com), 'First Name' (jef), and 'Last Name' (akram). In 'Your Password', there are fields for 'Password' and 'Confirm Password', both containing eight asterisks. A tooltip message says 'This connection is not secure. Logins entered here could be intercepted.' At the bottom right, there are 'Cancel' and 'Submit' buttons.

2. CV Upload

The screenshot shows the 'CV Upload' step. At the top, there are navigation links for 'Home', 'Jobs', and 'My Account'. Below that, an 'Error' message states: 'Please upload a resume or select the option to build a resume.' There is a 'Create Account' section with a 'Browse...' button and a file path 'adefl.docx'. A tooltip message says 'Please upload resume in PDF, MS Word format. (Maximum size upto 500KB)'. At the bottom right, there are 'Cancel' and 'Continue' buttons.

3. Enter Personal information

The screenshot shows the 'Enter Personal Information' step. At the top, there are navigation links for 'General', 'My Account', and 'Other Preferences'. Below that, a progress bar shows 'Enter Personal Information' as the current step, followed by 'Add Experience and Qualifications' and 'Other Preferences'. The 'Register: Personal Information' section contains the instruction: 'Provide your personal and professional details to complete your profile.' There are 'Cancel' and 'Next' buttons. The form is divided into two main sections: 'Picture' and 'Basic Details'. In 'Picture', there is an 'Add Picture' button. In 'Basic Details', there are fields for 'First Name' (jef), 'Middle Name', 'Last Name' (akram), 'Father Name' (akram), 'Date of Birth' (01-Oct-1981), 'C.N.I.C No', 'Gender' (Male), 'Email Address' (jef.akram@hotmail.com), 'Marital Status' (Single), 'Wedding Date', 'Region' (Islam), 'Sect' (Sunni), 'Caste' (Rajput), 'Blood Group' (O+), 'Town of Birth' (Fasabbad), and 'Nationality' (Pakistani).

From where you heard about us

Source: Advert
 Source Name: DWAN
(example: if you saw our ad in a Newspaper, which Newspaper?)

Permanent & Mailing Address

Address Style: Pakistan
 Address: 15-QUB Road
 City: Faisalabad
 District: Faisalabad
 Province: Punjab
 Country: Pak
 Police Station:
 Mailing Address:
 City:
 District:
 Province:
 Country:

Phone Numbers

| Phone Type | Phone Number |
|---|--------------|
| Home (Landline) | 0418716236 |
| Mobile 1 | |
| Mobile 2 | |
| ✓ TIP Home (+92) 42 31234567 Mobile (+92) 333 1234567 | |

Home | Jobs | My Account
 Home: My Account >

Picture: No file selected.
 ✓ TIP jpg, jpeg, tiff, bmp, png

4. Add Family and Reference information

Family Details

Please give detail of your Parents, Brothers, Sisters, Spouse and Children

| Name | Relation | Education | Occupation | Delete |
|-------|----------|-----------|------------|---------------------------------------|
| Sunny | BROTHER | BA | Job | <input type="button" value="Delete"/> |

Illness/Disability Details

Have you ever suffered from any serious illness/disability, if yes please specify

| Illness | Serious Illness/Disability Detail | Delete |
|---------|-----------------------------------|---------------------------------------|
| No | | <input type="button" value="Delete"/> |

Personal Living Details

Please give details in which city you have been living

| City | District | Date From | Date To | Remarks | Delete |
|------------|------------|-----------|---------|---------|---------------------------------------|
| Faisalabad | Faisalabad | | | | <input type="button" value="Delete"/> |

Relative Employee At Ibrahim Group

Have you any relative employed by this group, if yes please give details

| Relative Employee At Ibrahim Group | Relative Name | Relationship | Location | Designation | Delete |
|------------------------------------|---------------|--------------|----------|-------------|---------------------------------------|
| No | | | | | <input type="button" value="Delete"/> |

Language Details

Language you can Speak, Read and Write

| Language | Delete |
|----------|---------------------------------------|
| ENGLISH | <input type="button" value="Delete"/> |

Reference Details

Name of two persons to whom reference may be made (other than relatives)

| Name | Address | Phone No | Profession | Delete |
|------|---------|----------|------------|---------------------------------------|
| HA | | | | <input type="button" value="Delete"/> |

5. Add Education information

General | My Account

Enter Personal Information | Add Experience and Qualifications | Other Preferences

Register: Experience and Qualifications

* Indicates required field

Cancel | Back | Step 2 of 3 | Next

Education

| College or University | Location | Degree | Major Subject | Marks Obtained | Total Marks | Grade/CGPA | Date Received | Delete |
|--|------------|--------|-------------------|----------------|-------------|------------|---------------|--------|
| University Of Agriculture Faisalabad (UAF) | Faisalabad | M.Sc | Computer Sciences | 950 | 1400 | 2.91 | January 2017 | |

[Add Qualification](#)

TIP Please give details from highest degree to lowest.

Academic / Professional Standings

Give list of Publications, Thesis and Scholarships etc. (If any)

[Add New Record](#)

| Publication | Thesis | Scholarship | Delete |
|----------------------|--------|-------------|--------|
| No search conducted. | | | |

Employment History

| Details Employer | Start Date | End Date | Designation | Location | Delete |
|-------------------|------------|----------|-------------|----------|--------|
| No results found. | | | | | |

[Add Another Employer](#)

Trainings/Seminar Details

Give detail of Trainings & Seminars Attended

[Add New Record](#)

| Course Details | Completion Date | Course Duration | Duration Unit | Name of Institute | Delete |
|----------------|-----------------|-----------------|---------------|-------------------|--------|
| Oracle | 2005 | 6 Months | Hour(s) | Oracle | |

Cancel | Back | Step 2 of 3 | Next

6. Select area of interest & Finish the registration process.

General | My Account

Enter Personal Information | Add Experience and Qualifications | Other Preferences

Register: Other Preferences

Cancel | Back | Step 2 of 3 | Finish

Interested for another Job

Enter your work preferences to help us find the right job for you. Let us also know how and when we should send you jobs that match your preferences.

Keywords:

Job Category:

- Domestic Purchase
- Electrical
- Finance
- Generation
- HR
- Imports
- Information Technology**
- Instrument

Employment Category:

- Full Time

Desired Salary: PKR

Position Applied For:

- Employee
- Contractor

Match Competencies
Match Qualifications

Email Preferences

Receive emails of Matching Jobs
 Receive General emails

Frequency of emails:

Email Format:

- HTML mail with attachments
- Plain text mail

Cancel | Back | Step 2 of 3 | Finish

In case of any issue please send us email @ hr@igcpk.com or call 111-333-777

