## CARA SUBMIT VACANCY RECRUITMENT PT PERTAMINA

Pendaftar recruitment PT PERTAMINA Wajib mengisi SUBMIT VACANCY di website PT PERTAMINA

Langkah-langkahnya :

- 1. Website <a href="http://recruitment.pertamina.com">http://recruitment.pertamina.com</a>
- 2. Pilih "Register Me" (pada layar pojok kanan atas)
- 3. Lengkapi pertanyaan, centang kotak "I Agree", akhiri dengan klik "register"
- 4. Cek di Email anda untuk aktivasi profile registrasi klik pada url yang di berikan
- 5. Masuk ke login dengan username : "email anda" dan Password : "pasword anda"
- Jika berhasil lakukan pengecekan pada MENU BAR dan lengkapi semua pertanyaan dan berkas yang diupload. MENU BAR terdiri dari "STATUS", "RESUME", "VACANCY", "CHANGE PASSWORD, "LOGOUT".
- 7. Pada posisi aktif "STATUS", yang belum anda lengkapi adalah no.4 s/d 10.
- 8. Pada posisi aktif "RESUME" terdapat MENUBARIS yang WAJIB diisi :
  - a. GENERAL INFO
  - b. FORMAL EDUCATION
  - c. TRAINING
  - d. ACHIEVEMENT
  - e. WORKING EXPERIENCE
  - f. ORGANIZATION
  - g. UPLOAD FILE
  - h. VIEW RESUME

9. Pastikan semua telah terisi dengan lengkap termasuk UPLOAD berkas dan Foto anda

10. Klik "SAVE" untuk menyimpan setiap MENUBARIS

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