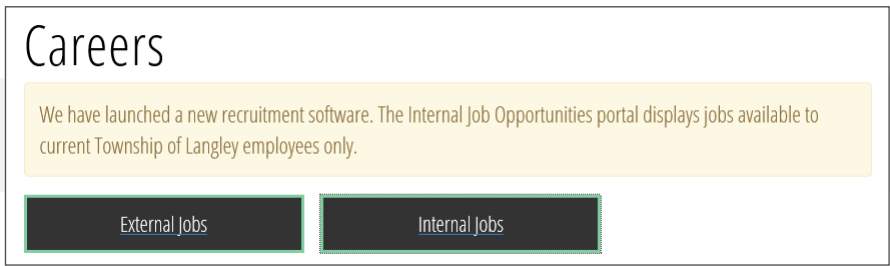




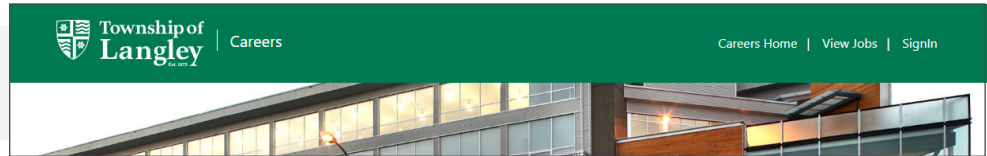
1

Select **External Jobs** or **Internal Jobs** from the **Careers** page



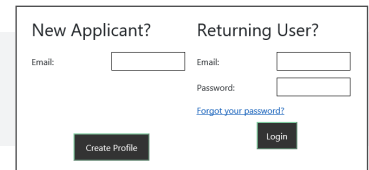
2

Select **SignIn** at the top right corner of the page.



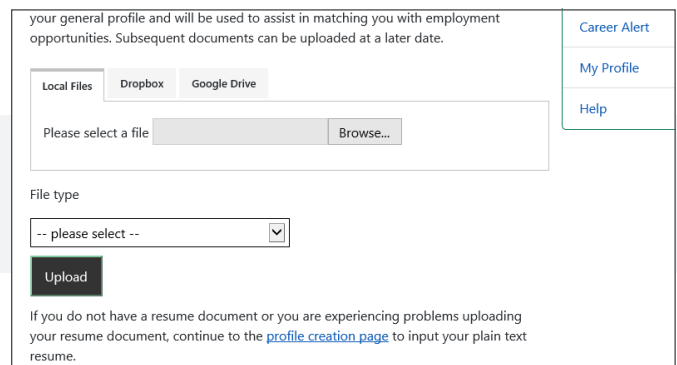
3

Under New Applicant, enter your email address and select **Create Profile**.

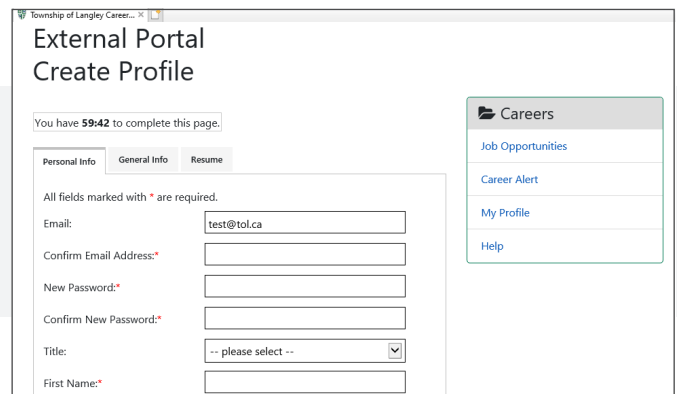


4

Upload your resume and other relevant certifications and select a *File type* for each document.



▶ Don't have a resume document? No problem, just select the **profile creation page** link under the **Upload** button. Complete the fields in the Personal Info, General Info, and Resume tabs, to compile your application profile and click **Save**.



Once completed, select **Job Opportunities** from the right side menu, find relevant jobs and apply!

If you encounter any issues when applying to a job, contact Njoyn Support at 1.877.427.7717, Monday to Friday, 8:00am - 8:00pm EST, or **email webhelp.njoyn@cgi.com**.