

Uploading Resume files to eRecruit

When uploading a resume to eRecruit please upload only Adobe (.pdf), Word 97-2003 (.doc) or Word 2007 +(.docx) type files, and remember to keep your files to under 3MB in size.

Please note that eRecruit will also rename the files you have uploaded to an eRecruit standard filename

For example, I wish to upload my resume which is saved as JoeBloggs2010.docx

When I upload this to eRecruit it will be renamed in the following format

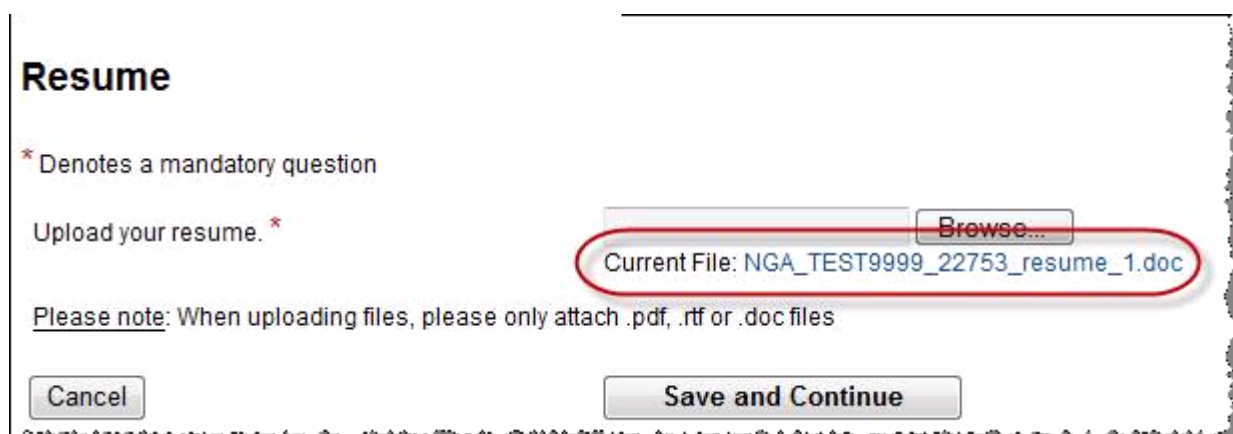
FIRSTNAME_LASTNAME_CANDIDATEID_resume.docx

So if I have registered as Mr NGA TEST9999 and my candidate ID is 22753, my resume will be renamed as

NGA_TEST9999_22753_resume.docx

If I decide that I want to change this file I have uploaded with another resume file, I can do so, but the file will be renamed to

NGA_TEST9999_22753_resume_1.docx



Resume

* Denotes a mandatory question

Upload your resume. *

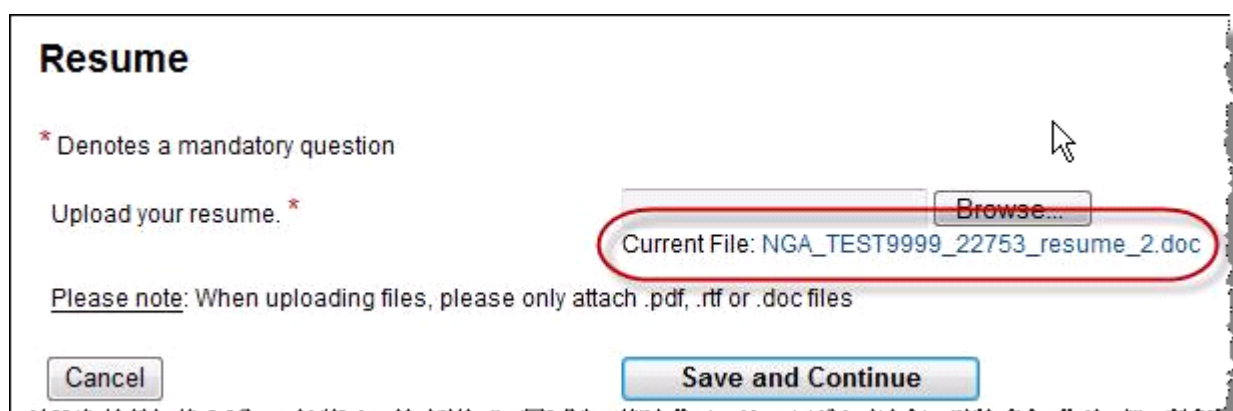
Current File: NGA_TEST9999_22753_resume_1.doc

Please note: When uploading files, please only attach .pdf, .rtf or .doc files

Cancel Save and Continue

Detailed description: This is a screenshot of a web form titled 'Resume'. It contains a text input field for the resume file, a 'Browse...' button, and a 'Current File' label displaying 'NGA_TEST9999_22753_resume_1.doc'. Below the input field is a 'Please note' instruction: 'When uploading files, please only attach .pdf, .rtf or .doc files'. At the bottom of the form are two buttons: 'Cancel' and 'Save and Continue'.

If I then change the resume file again, the file will be renamed to NGA_TEST9999_22753_resume_2.docx and so on...



Resume

* Denotes a mandatory question

Upload your resume. *

Current File: NGA_TEST9999_22753_resume_2.doc

Please note: When uploading files, please only attach .pdf, .rtf or .doc files

Cancel Save and Continue

Detailed description: This is a second screenshot of the same 'Resume' form. The 'Current File' label now displays 'NGA_TEST9999_22753_resume_2.doc'. A mouse cursor is visible over the 'Browse...' button. The rest of the form, including the 'Please note' instruction and the 'Cancel' and 'Save and Continue' buttons, remains the same.