

# Tutorial

## Creating a company profile



# HOW TO CREATE AND MANAGE YOUR COMPANY PROFILE

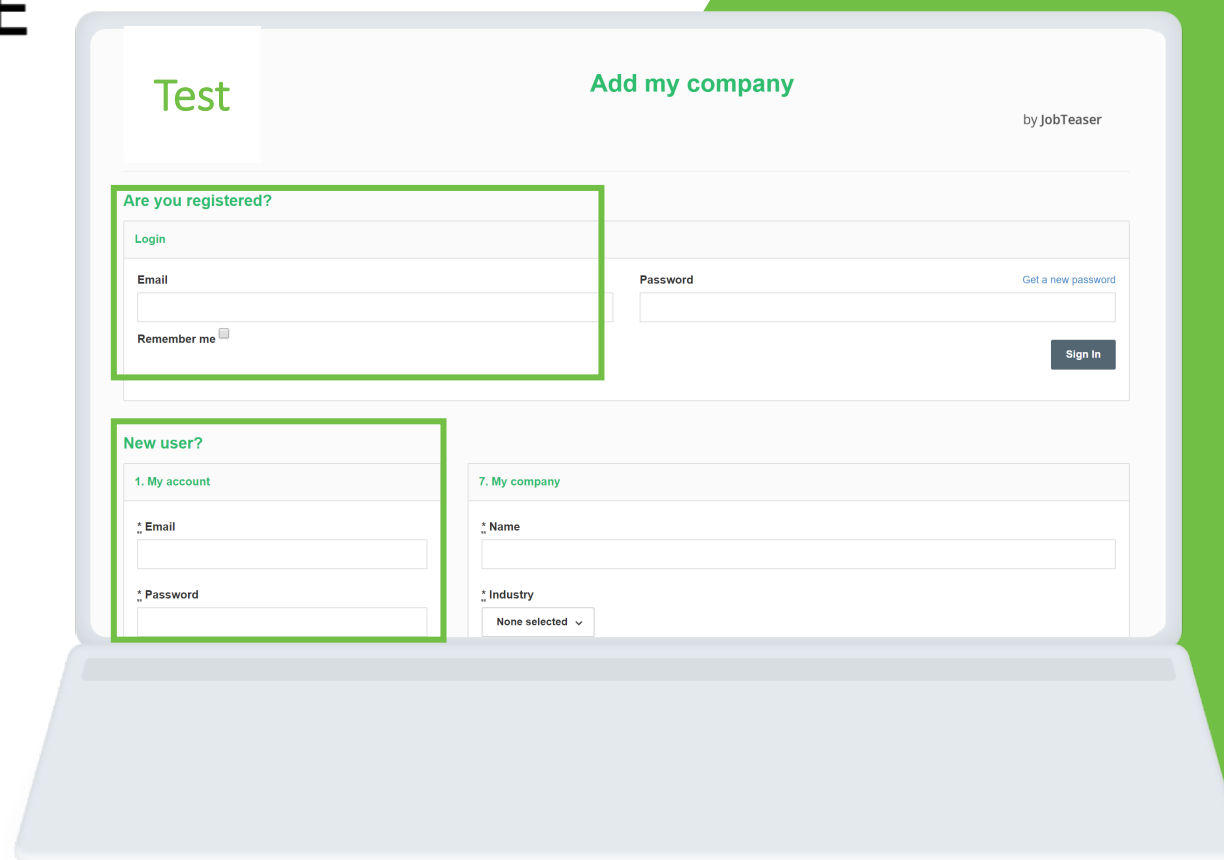


◀ Create an account by going to "New user?"

OR

◀ Enter the email address and password linked to your company profile.

*If you have forgotten your password, you can click on "Get a new password".*



Follow the link:  
[https://unipv.jobteaser.com/en/sp\\_companies/users/new](https://unipv.jobteaser.com/en/sp_companies/users/new)

# HOW TO CREATE AND MANAGE YOUR COMPANY PROFILE



Fill in all the mandatory details.  
Click on "Create this company".

OR



Update your details by clicking on "Modify".  
Add your job offers by clicking on "Jobs" and then  
"Add a job offer".



The company profile is submitted  
for validation by the school.

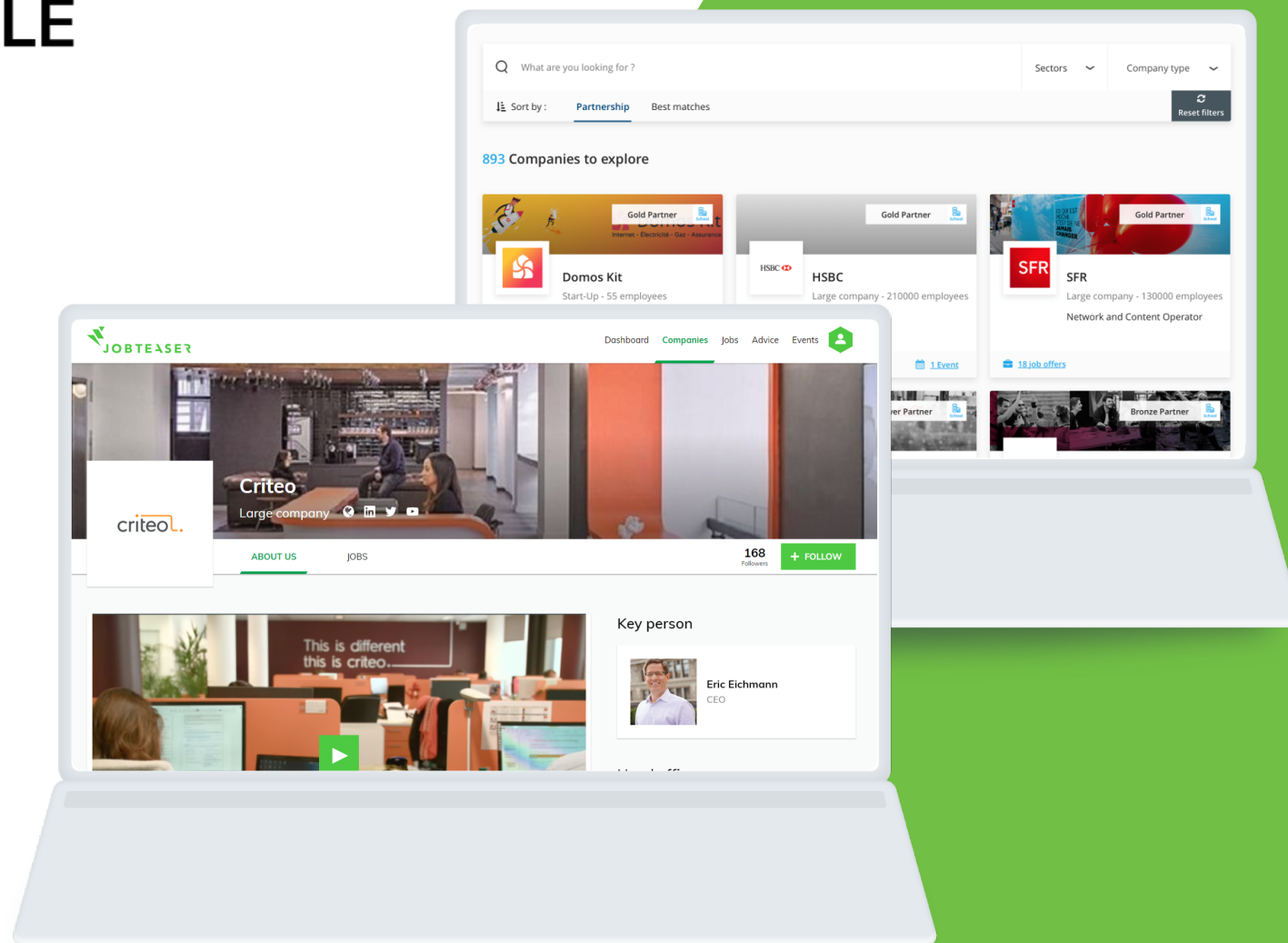


# HOW TO CREATE AND MANAGE YOUR COMPANY PROFILE



Once validated, the profile appears in the student's front office.

By clicking on the logo, the student can see all the information you've posted about the company.



# HOW TO CREATE AND MANAGE YOUR COMPANY PROFILE



You can follow the number of views and clicks on your job offers as well as the number of applicants.

By clicking on "More", you can amend or archive your offer.

