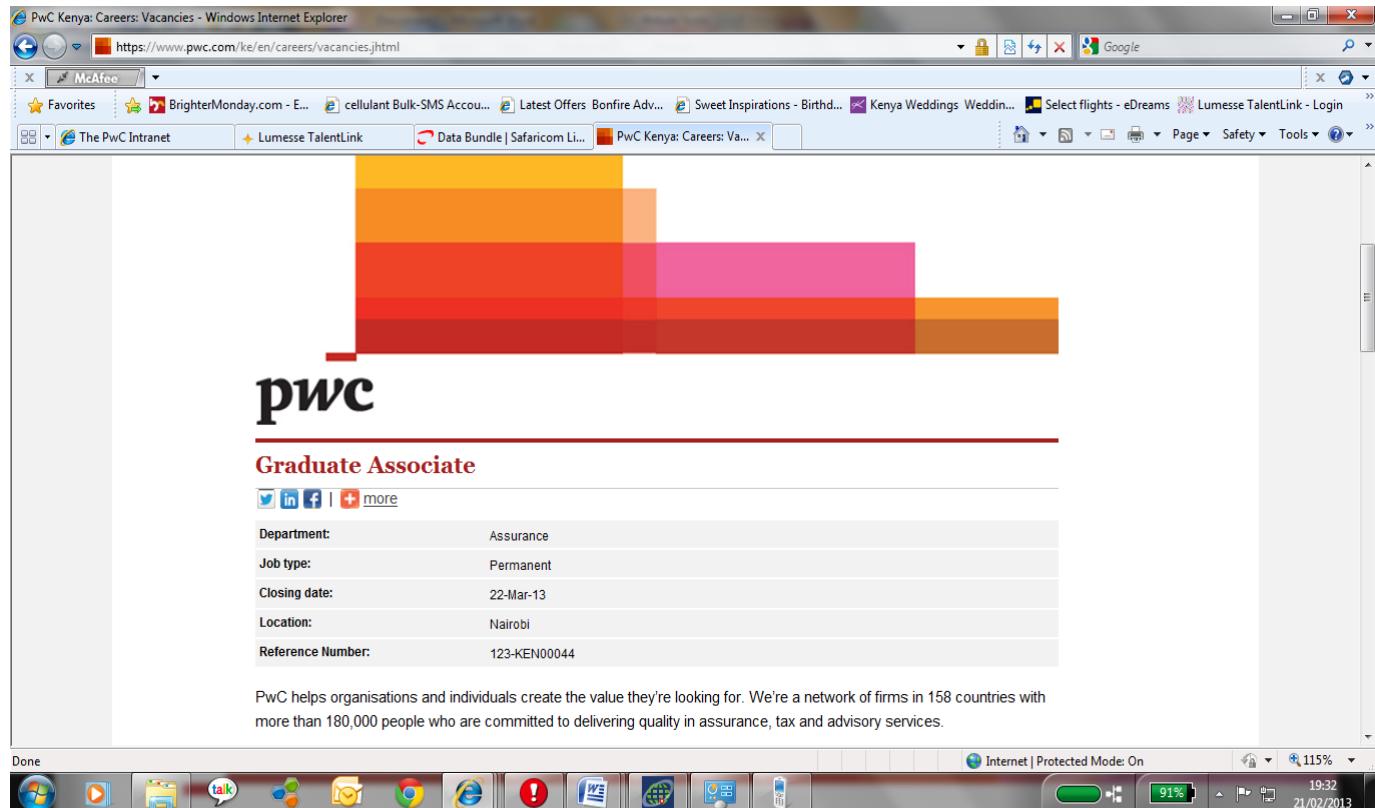


GR 2014 step by step application process

1. When you click on Graduate Recruitment this takes you to the Graduate Associate page

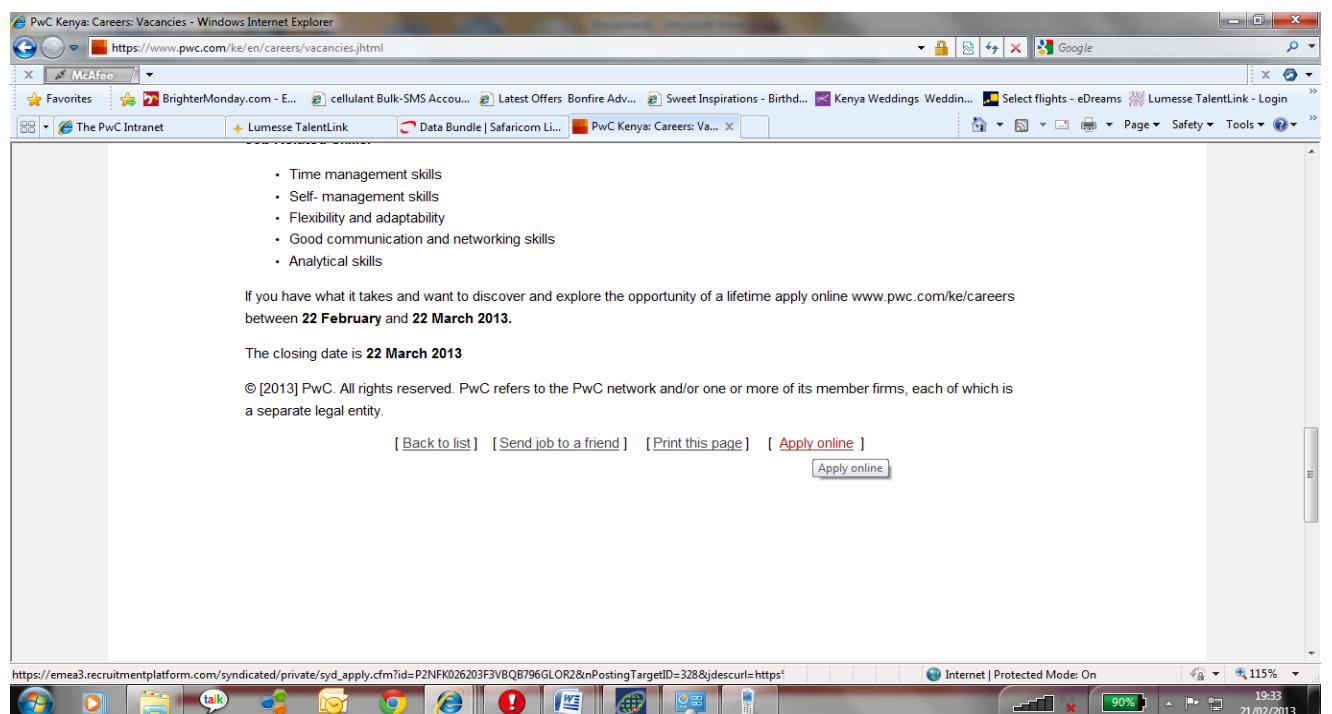


The screenshot shows a job listing for a Graduate Associate position at PwC. The page is titled 'Graduate Associate' and includes social sharing icons for Twitter, LinkedIn, and Facebook. The job details are as follows:

Department:	Assurance
Job type:	Permanent
Closing date:	22-Mar-13
Location:	Nairobi
Reference Number:	123-KEN00044

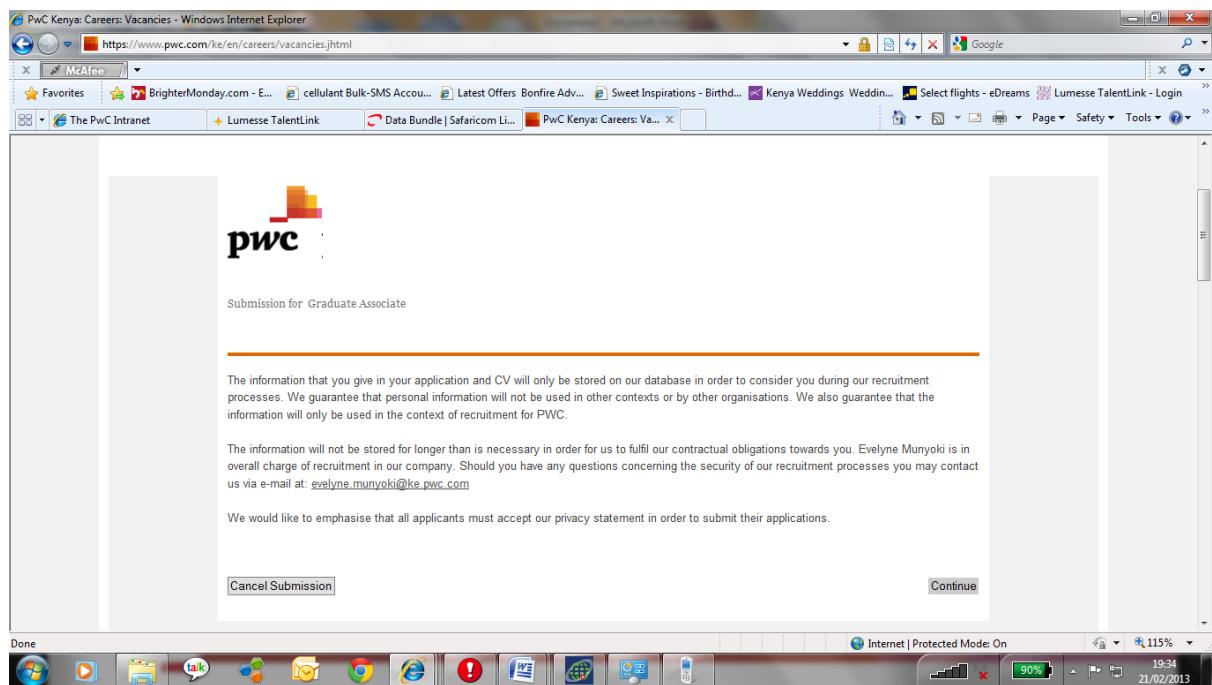
A note at the bottom states: 'PwC helps organisations and individuals create the value they're looking for. We're a network of firms in 158 countries with more than 180,000 people who are committed to delivering quality in assurance, tax and advisory services.'

2. Click on **apply online** tab at the bottom of the advert



The screenshot shows the same job listing as above, but with the 'Apply online' button highlighted in a red box. The button is located at the bottom of the page, along with other links: [Back to list], [Send job to a friend], [Print this page], and [Apply online].

3. This will take you to the submission page ; click **continue** tab at the bottom of the page



PwC Kenya: Careers: Vacancies - Windows Internet Explorer
https://www.pwc.com/ke/en/careers/vacancies.jhtml

Submission for Graduate Associate

The information that you give in your application and CV will only be stored on our database in order to consider you during our recruitment processes. We guarantee that personal information will not be used in other contexts or by other organisations. We also guarantee that the information will only be used in the context of recruitment for PwC.

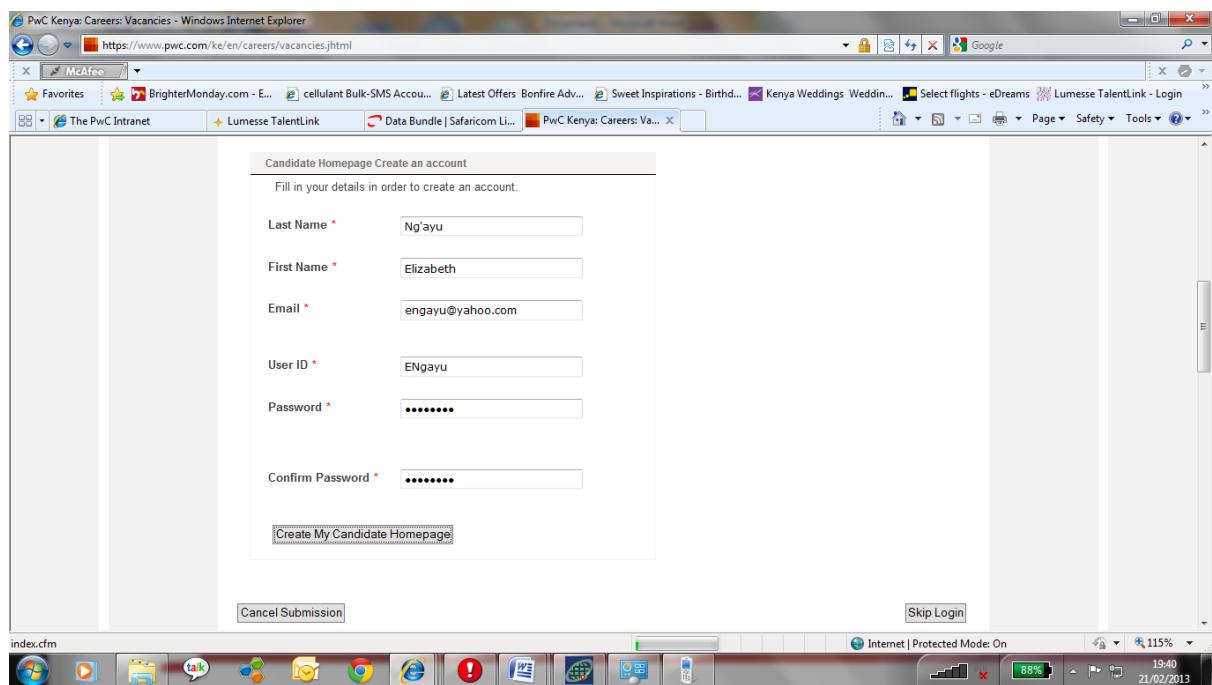
The information will not be stored for longer than is necessary in order for us to fulfil our contractual obligations towards you. Evelyne Munyoki is in overall charge of recruitment in our company. Should you have any questions concerning the security of our recruitment processes you may contact us via e-mail at: evelyne.munyoki@ke.pwc.com

We would like to emphasise that all applicants must accept our privacy statement in order to submit their applications.

Done Internet | Protected Mode: On 115% 19:34 21/02/2013

4. Please create your candidate homepage on the Candidate Homepage , enter your details and username and password ; then click on **Create My Candidate Homepage** tab at the bottom

Ignore the Candidate Homepage Login option



PwC Kenya: Careers: Vacancies - Windows Internet Explorer
https://www.pwc.com/ke/en/careers/vacancies.jhtml

Candidate Homepage Create an account

Fill in your details in order to create an account.

Last Name *

First Name *

Email *

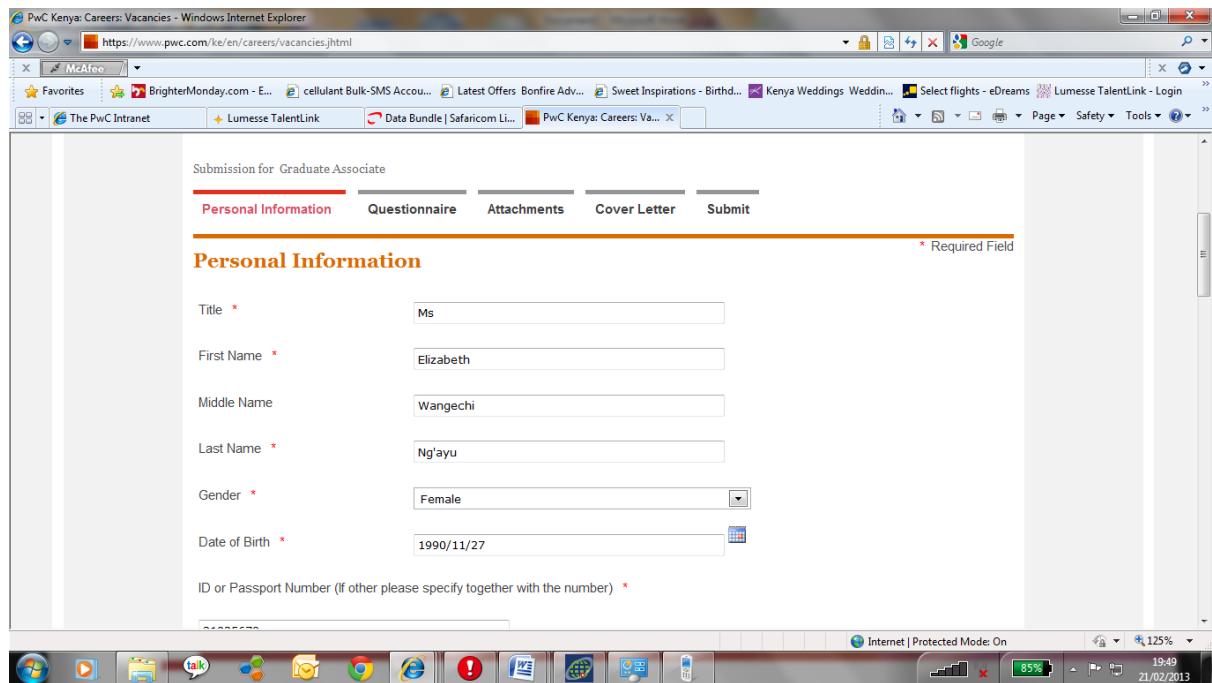
User ID *

Password *

Confirm Password *

index.cfm Internet | Protected Mode: On 115% 19:40 21/02/2013

5. Complete the Personal Information



Submission for Graduate Associate

Personal Information Questionnaire Attachments Cover Letter Submit

Personal Information * Required Field

Title * Ms

First Name * Elizabeth

Middle Name Wangechi

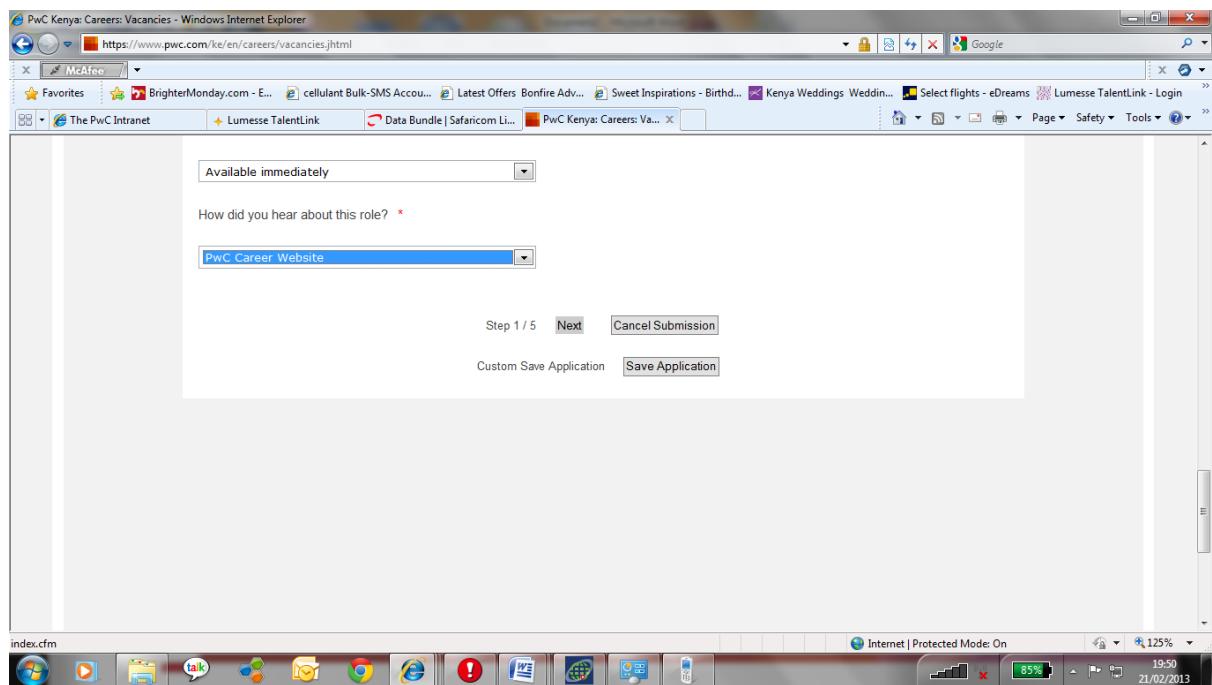
Last Name * Ng'ayu

Gender * Female

Date of Birth * 1990/11/27

ID or Passport Number (If other please specify together with the number) *

6. Click **Next** tab at the bottom of the page ; Please do not click on the **Save Application** tab



Available immediately

How did you hear about this role? *

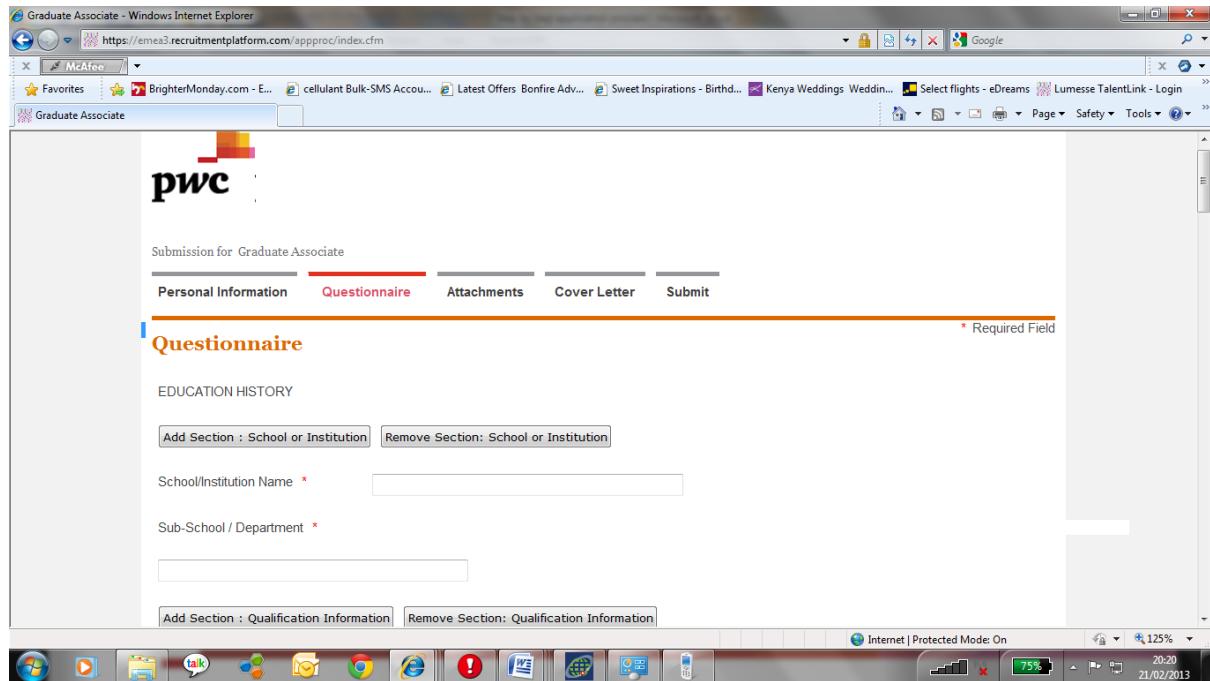
PwC Career Website

Step 1 / 5 Next Cancel Submission

Custom Save Application Save Application

7. Complete the questionnaire ;

- use the **add section** tab to input additional information



Submission for Graduate Associate

Personal Information Questionnaire Attachments Cover Letter Submit

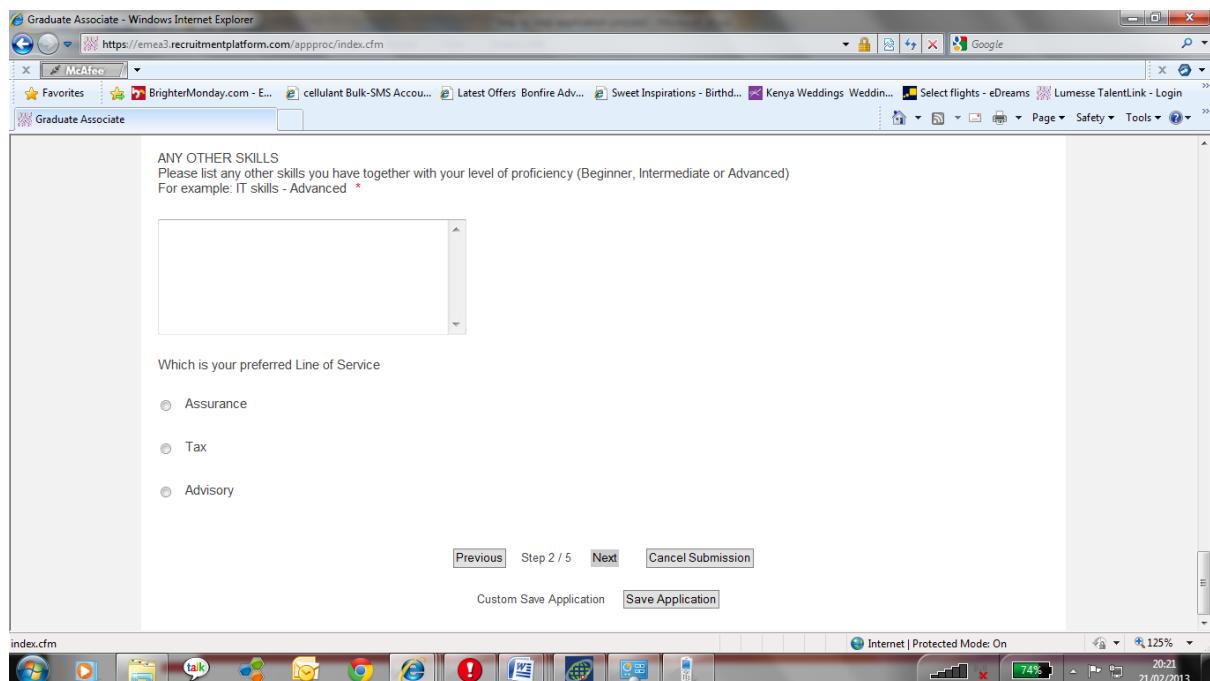
Questionnaire

EDUCATION HISTORY

School/Institution Name *

Sub-School / Department *

- After completing the form click on the **next** tab at the bottom of the page



ANY OTHER SKILLS
Please list any other skills you have together with your level of proficiency (Beginner, Intermediate or Advanced)
For example: IT skills - Advanced *

Which is your preferred Line of Service

Assurance
 Tax
 Advisory

Step 2 / 5

Custom Save Application

8. Attach your CV and click the **next** tab at the bottom of the page

Graduate Associate - Windows Internet Explorer

https://emea3.recruitmentplatform.com/apprec/index.cfm

McAfee

Favorites BrighterMonday.com - E... cellulant Bulk-SMS Accou... Latest Offers Bonfire Adv... Sweet Inspirations - Birthd... Kenya Weddings Weddin... Select flights - eDreams Lumesse TalentLink - Login

Graduate Associate



Submission for Graduate Associate

Personal Information Questionnaire **Attachments** Cover Letter Submit

Attachments * Required Field

Attached CV

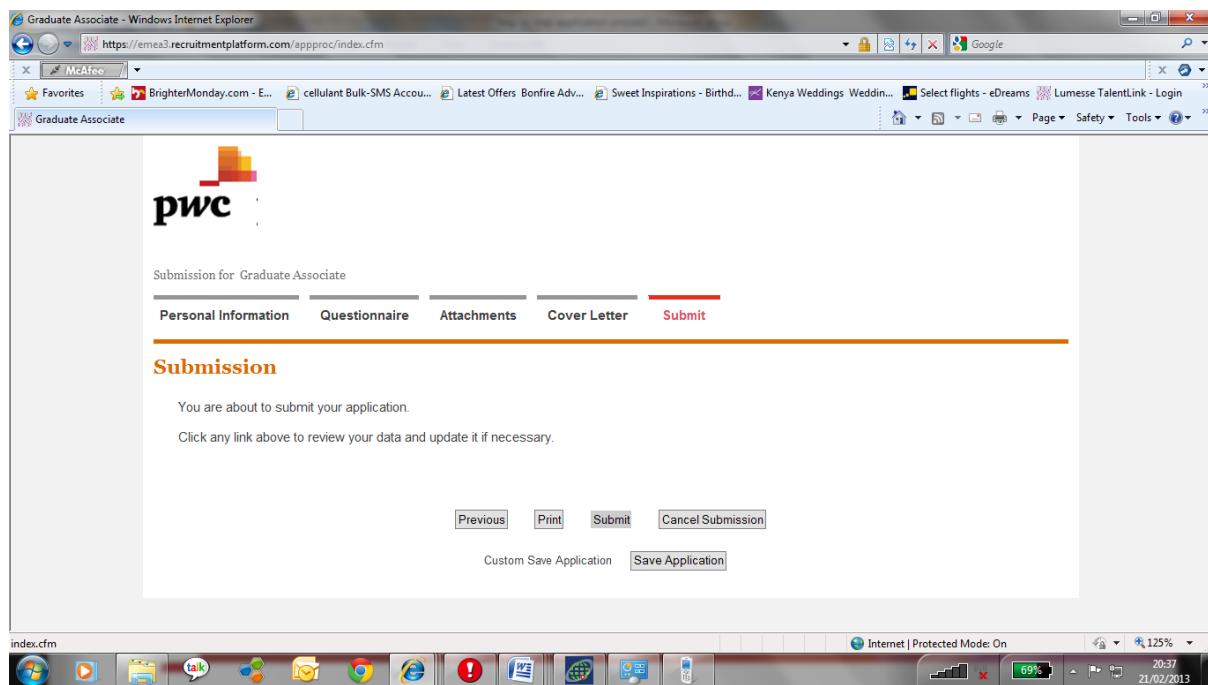
Step 3 / 5

Custom Save Application

Done Internet | Protected Mode: On 20:29 21/02/2013 72% 125%

9. Type in or attach your cover letter and click the **next** tab at the bottom of the page

10. Click **submit** tab at the bottom of your page to submit your application for the role.



Graduate Associate - Windows Internet Explorer
https://emea3.recruitmentplatform.com/approc/index.cfm

Submission for Graduate Associate

Personal Information Questionnaire Attachments Cover Letter **Submit**

Submission

You are about to submit your application.

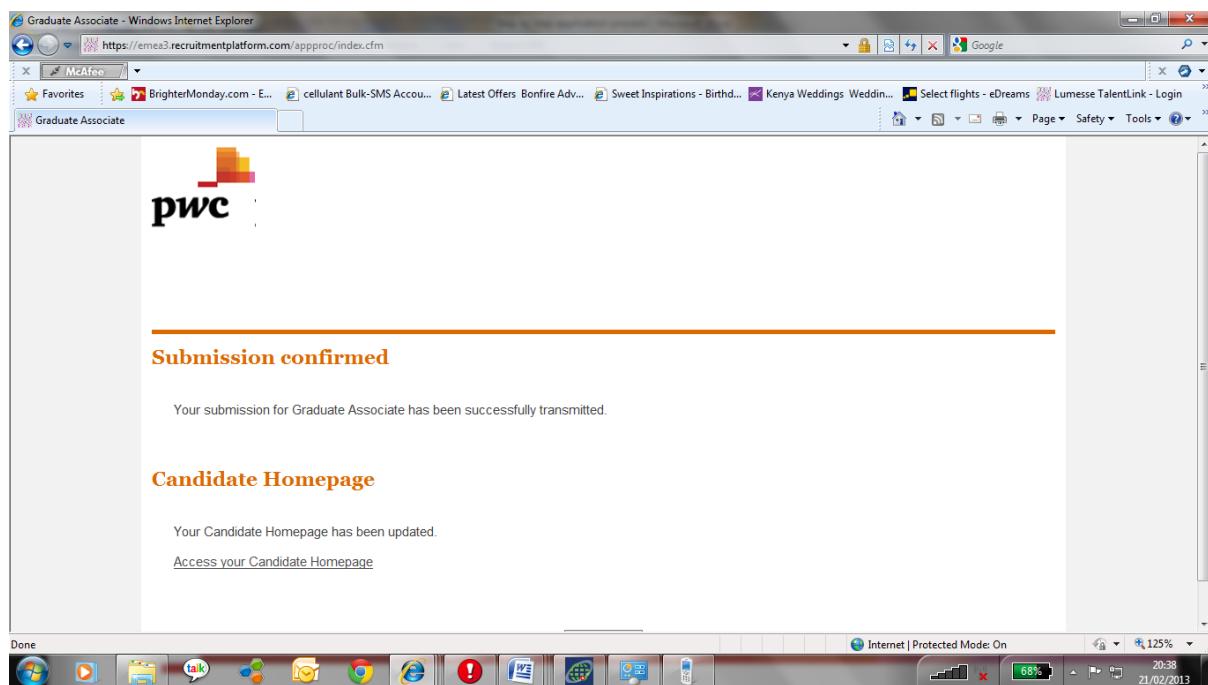
Click any link above to review your data and update it if necessary.

Previous Print **Submit** Cancel Submission

Custom Save Application Save Application

index.cfm 21/02/2013

11. Please ensure you get to this page as a confirmation that your application was successfully submitted.



Graduate Associate - Windows Internet Explorer
https://emea3.recruitmentplatform.com/approc/index.cfm

Submission confirmed

Your submission for Graduate Associate has been successfully transmitted.

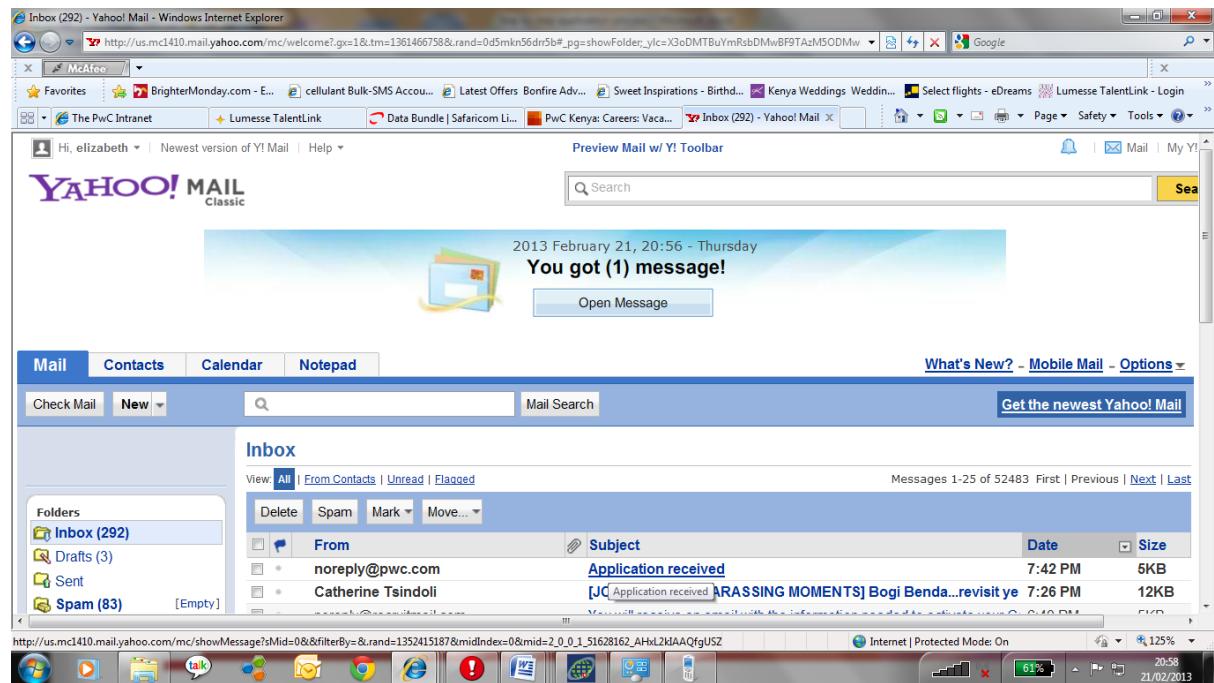
Candidate Homepage

Your Candidate Homepage has been updated.

[Access your Candidate Homepage](#)

index.cfm 21/02/2013

12. You will receive a confirmation on your email



The screenshot shows a Yahoo! Mail inbox with 292 messages. The message list is as follows:

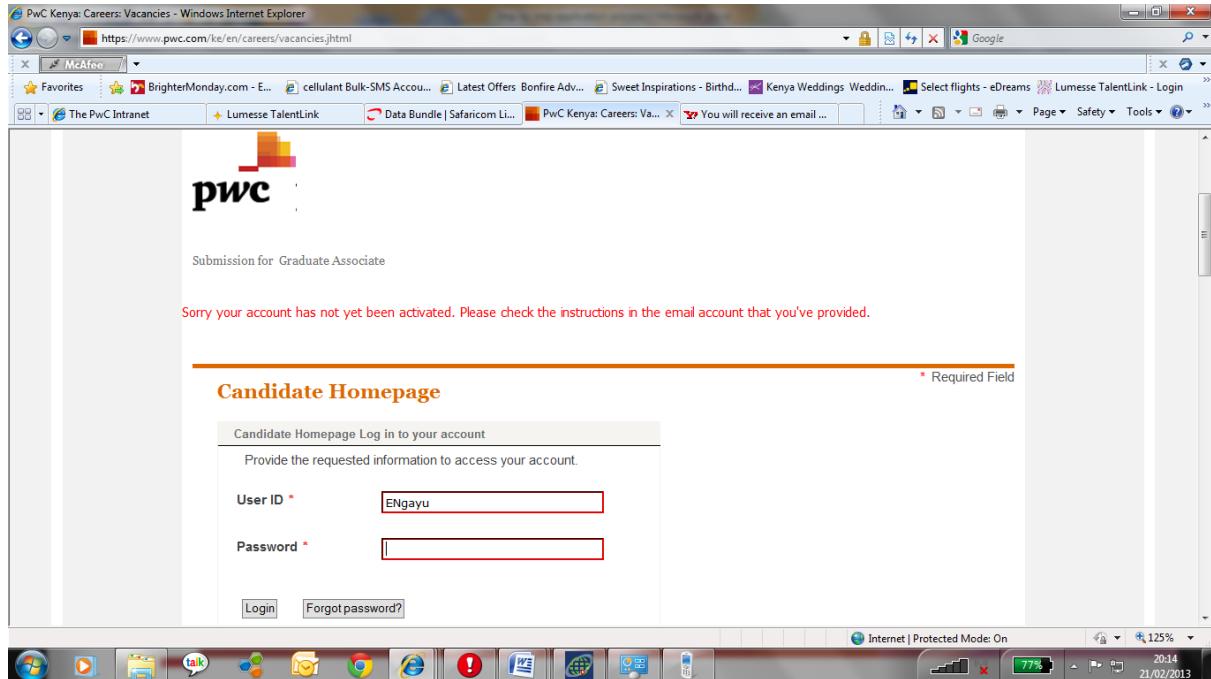
From	Subject	Date	Size
noreply@pwc.com	Application received	7:42 PM	5KB
Catherine Tsindoli	[JC Application received] PASSING MOMENTS] Bogi Benda...revisit ye	7:26 PM	12KB

The interface includes a toolbar at the top with links like Mail, Contacts, Calendar, Notepad, and a search bar. The bottom status bar shows the URL http://us.mc1410.mail.yahoo.com/mc/showMessage?mid=0&filterBy=&rand=1352415187&midIndex=0&mid=2_0_0_1_51628162_AhL2kIAQfgUSZ and the date 21/02/2013.

During application you decide to continue the application process later ; click on **Save Application** tab at the bottom of the page.

1. You may be required to activate your account to log in and complete your application

See below :



Submission for Graduate Associate

Sorry your account has not yet been activated. Please check the instructions in the email account that you've provided.

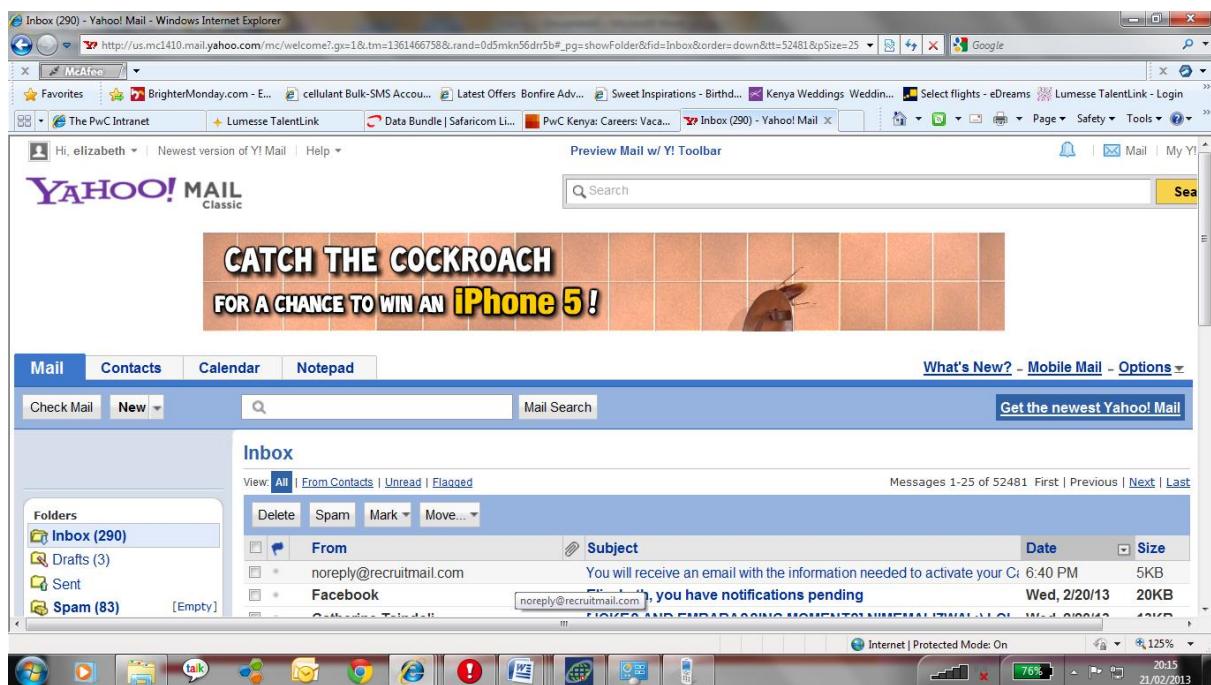
Candidate Homepage

User ID * ENGayu

Password *

Login Forgot password?

2. Please check your email for your activation details



Hi, elizabeth | Newest version of Y! Mail | Help

YAHOO! MAIL Classic

CATCH THE COCKROACH
FOR A CHANCE TO WIN AN iPhone 5!

Check Mail New Mail Search Get the newest Yahoo! Mail

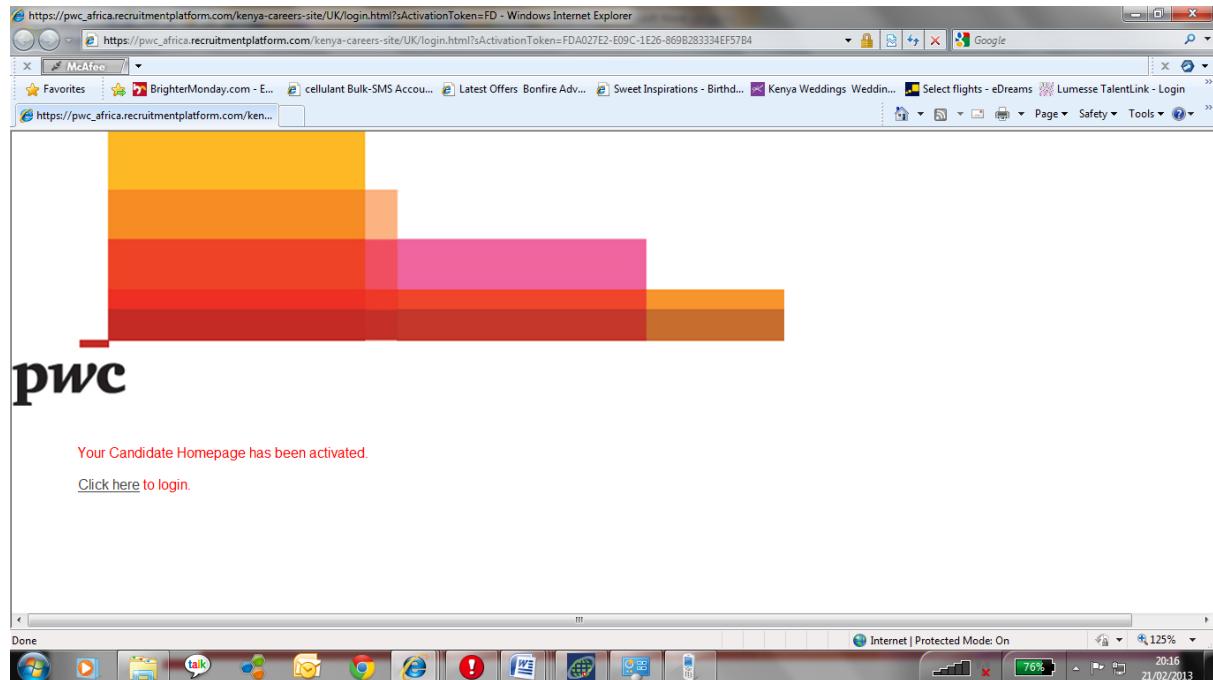
Inbox

View: All | From Contacts | Unread | Flagged

Messages 1-25 of 52481 First | Previous | Next | Last

	From	Subject	Date	Size
<input type="checkbox"/>	noreply@recruitmail.com	You will receive an email with the information needed to activate your C...	6:40 PM	5KB
<input type="checkbox"/>	Facebook	noreply@recruitmail.com you have notifications pending	Wed, 2/20/13	20KB
<input type="checkbox"/>	Onward - Talent...	...CKIES AND EMBARRASSING MOMENTS OF NUMERICAL FLUENCY	Wed, 2/20/13	12KB

3. Click on the link provided to log in : use the username and password you created on the Candidate Homepage



4. Then click on **continue application**

