## Step 1

# To create your resume, go to : inspira.un.org \*

- Click on "Register Now" and create your profile Next, login and dick on the "Home" button. Click on "My applications" Click on "Create Draft Application" and fill out all the sections. After you enter any information, dick the "Save"
- button.

# Step 2: To apply for a job, go to <u>Careers.un.org</u>



### Sardl all the way down to "Search Job Openings" Choose between the categories and duty stations Click "Search"

#### Search Job Openings



### Choose the job you want to apply to:

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Job Opening				
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			Duty Station:	NEW YORK
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Read carefully the Job Description. Match the "Competencies" with your cover letter on Inspira. Good luck!