# Applying for a Job

## with North Lanarkshire Council







## If you are an external candidate:

Please copy and paste the following link into your internet browser:

https://ce0076li.webitrent.com/ce0076li\_web/wrd/run/ETREC105GF.open? WVID=510754xpoy

## If you are an internal candidate:

Log into your mySelf account. On the right-hand corner, click the highlighted sections



#### Job Search

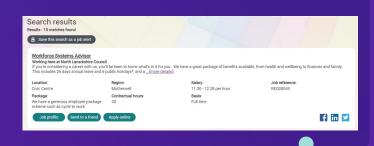
shown



You can filter on the job search screen to see jobs in specific salary bands, regions, location and job category/type

## Found a job you like?

Click on Job profile and this will provide the full advert for this job. Then press "Apply online" to apply



## Completing your application

You should now complete your application. For some roles, you will have to complete specific screening questions before you can start your application. Ensure you complete all information requested, provide two references and you will see the "Apply" button once all information has been entered.

#### **Application Progress**

You will be notified via the email address which you have noted on your application form that your application has been successfully submitted. Your application will therefore be in progress, and you will be contacted shortly with a decision on your application

If you require any further support on submitting an application, please contact the Recruitment Team at esc-recruitmentteam@northlan.gov.uk