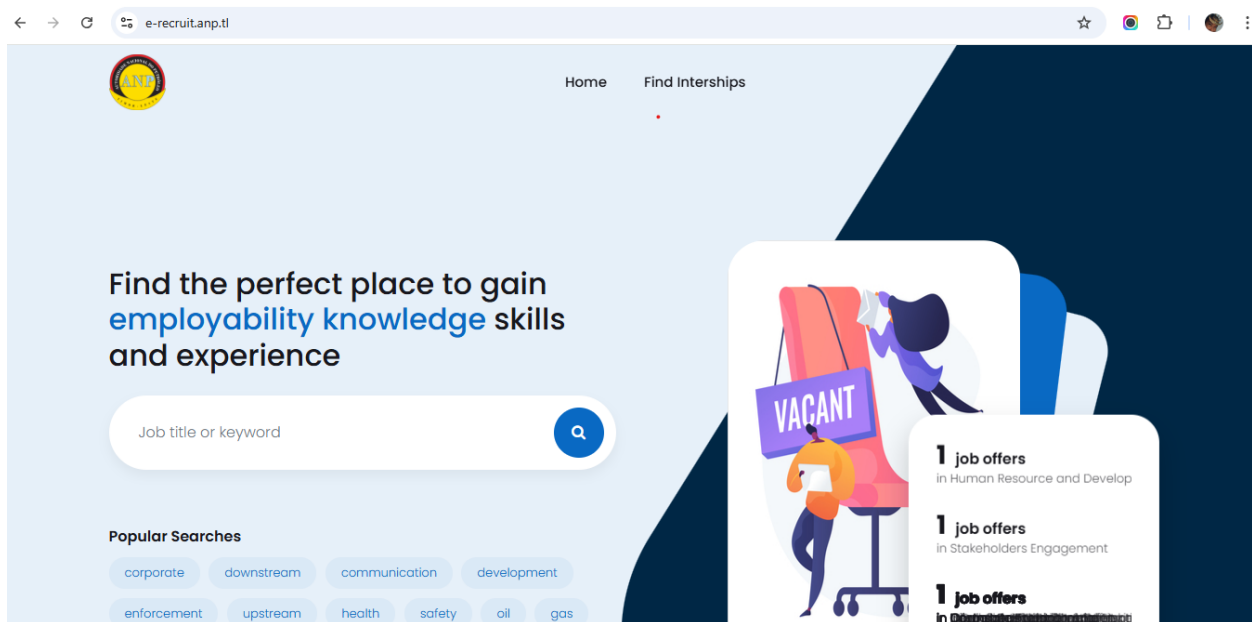




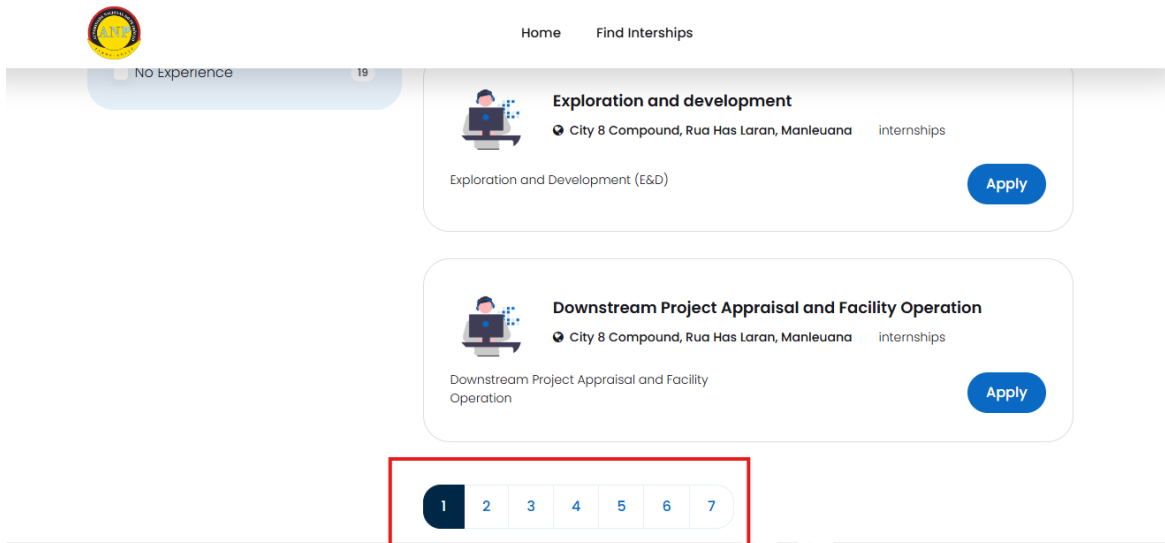
City 8 Compound, Rua Has Laran, Manleuana
Aldeia Fomento II, Suco Comoro Posto Administrativo Dom Aleixo, Díli, Timor-Leste
PO Box 113, **Telephone:** +670 73099995 / 73099996 / 73099997

GIP Recruitment Guideline

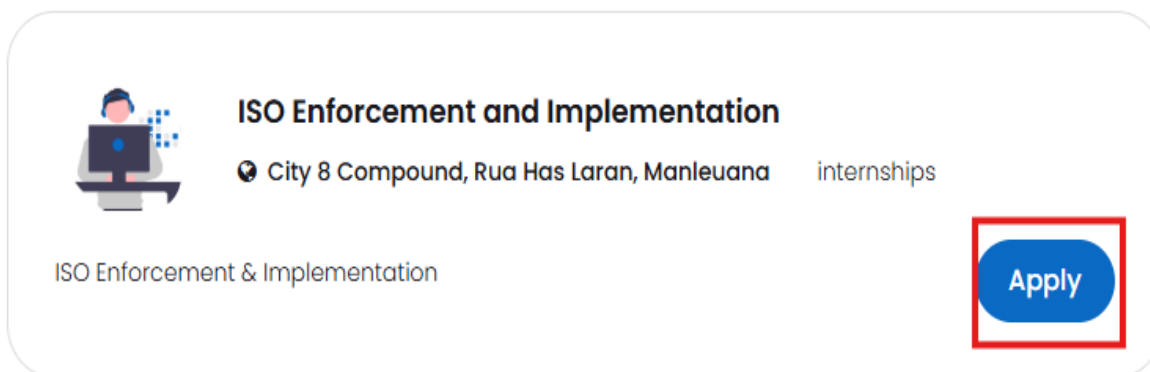
1. Open a web browser and go to ***e-recruit.anp.tl***, which will take you directly to the GIP recruitment homepage.



2. Scroll down slightly to find the directorate you wish to apply for. If you want to see more directorate options, click on the numbered pages



3. Click “**Apply**” button under the directorate you are interested in to begin your application.



4. You will be directed to the submission form, where you can fill in your application details.

Please Complete All Required

Jobs

ISO Enforcement and Implementation

Full name

Email

Graduation Year

education Level

English Language Level

GPA

Sexo

Address

Phone

Personal ID (Passport or National ID Must be in PDF)

CV(must be in English & PDF File)

Diploma(must be in English & PDF File)

- Fill in the required information as shown in the example. Ensure that all submitted documents are in **PDF** format, with each file not exceeding **5 MB**. Once completed, click the **Submit** button.

GIP FORM

Please Complete All Required

Jobs

ISO Enforcement and Implementation

Full name

Maria da Costa

Email

mariadacosta@mail.com

Graduation Year

2023

education Level

S1

English Language Level

Good

GPA

3.00

Sexo

Female

Address

Bairo-Pite

Phone

Personal ID (Passport or National ID Must be in

English Language Level

Good

GPA

3.00

Sexo

Female

Address

Bairo-Pite

Phone

77665544

Personal ID (Passport or National ID Must be in PDF)

Choose File

No file chosen

CV(must be in English & PDF File)

Choose File

No file chosen

Diploma(must be in English & PDF File)

Choose File

No file chosen

Transkrip(must be in English & PDF File)

Choose File

No file chosen

Cover Letter (must be in English & PDF File)

Choose File

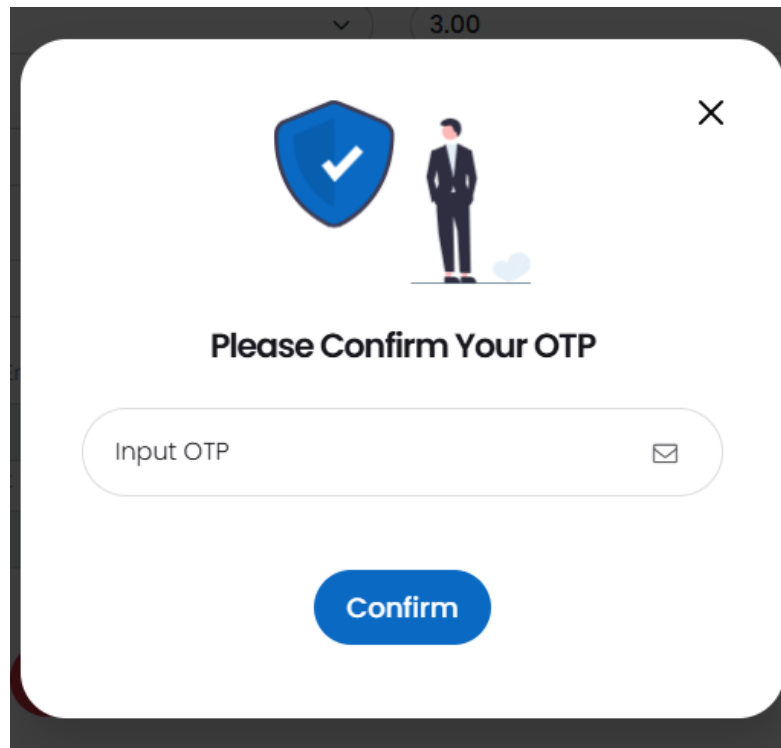
No file chosen

submit

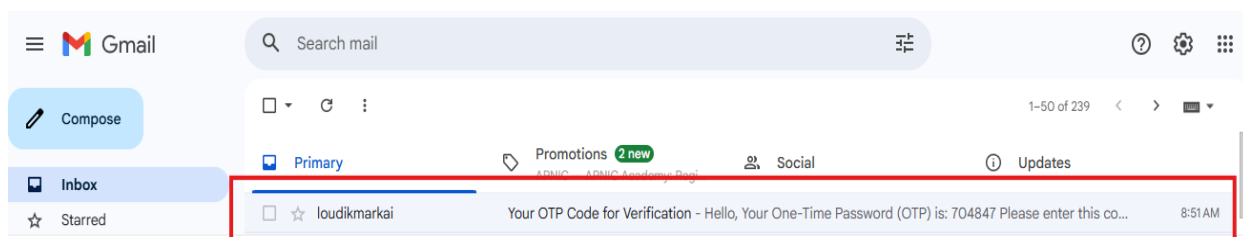
Cancel

After submitting your application, an ‘OTP’ window will appear on the next page. The OTP (One-Time Password) is used to verify and ensure that the email address you entered is valid and active. Follow the instructions below to complete the OTP form:

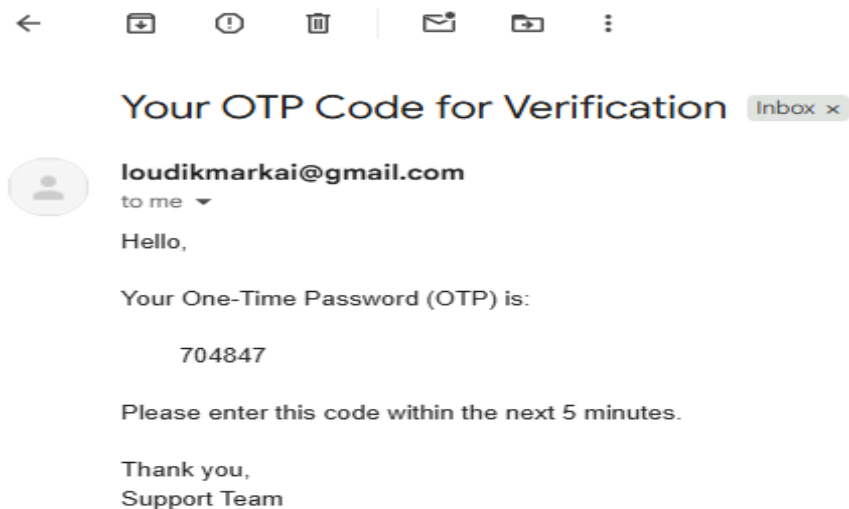
6. The OTP page will pop up as shown below.

A mobile application modal window for OTP confirmation. At the top, there is a status bar with a dropdown arrow and the number '3.00'. The modal has a white background with rounded corners and a dark grey border. At the top center, there is an illustration of a blue shield with a white checkmark and a person in a suit standing next to it. To the right of the illustration is a close button (X). Below the illustration, the text 'Please Confirm Your OTP' is displayed in bold. Underneath is a text input field with the placeholder 'Input OTP' and an envelope icon on the right. At the bottom center, there is a blue button with the text 'Confirm' in white.

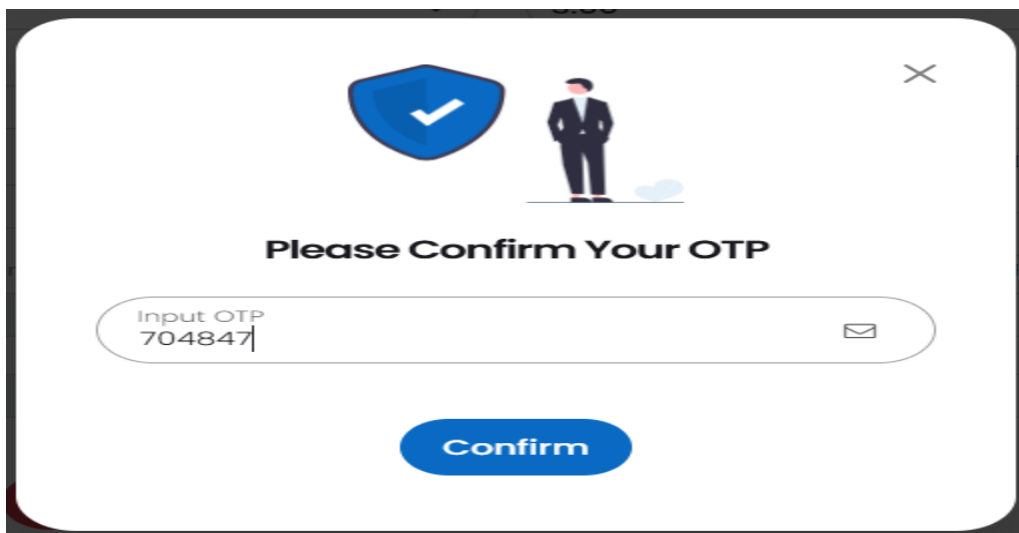
7. The applicant will receive an email from the admin containing the OTP code (see attached example)



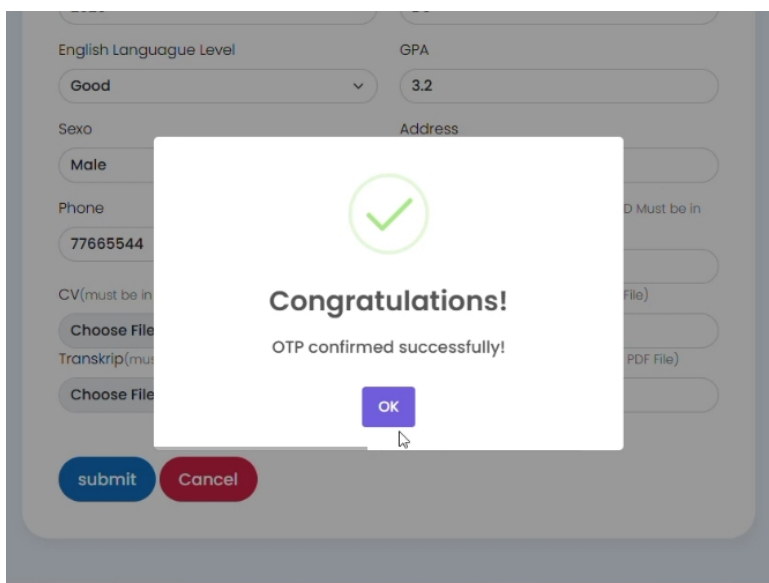
8. Open the email, copy the OTP code, and enter it within 5 minutes.



9. After copying the code, return to the submission page and paste/enter the OTP code.
PS: If the OTP code is entered incorrectly, you have up to three attempts. If the third attempt is still incorrect, you will need to restart the submission process from the beginning.



10. After entering the code, the next page will confirm that your submission was successful.



PS: If you do not receive an email containing the OTP code, it means that the email address you entered is either incorrect or inactive. Please double-check the email address you entered and try again.