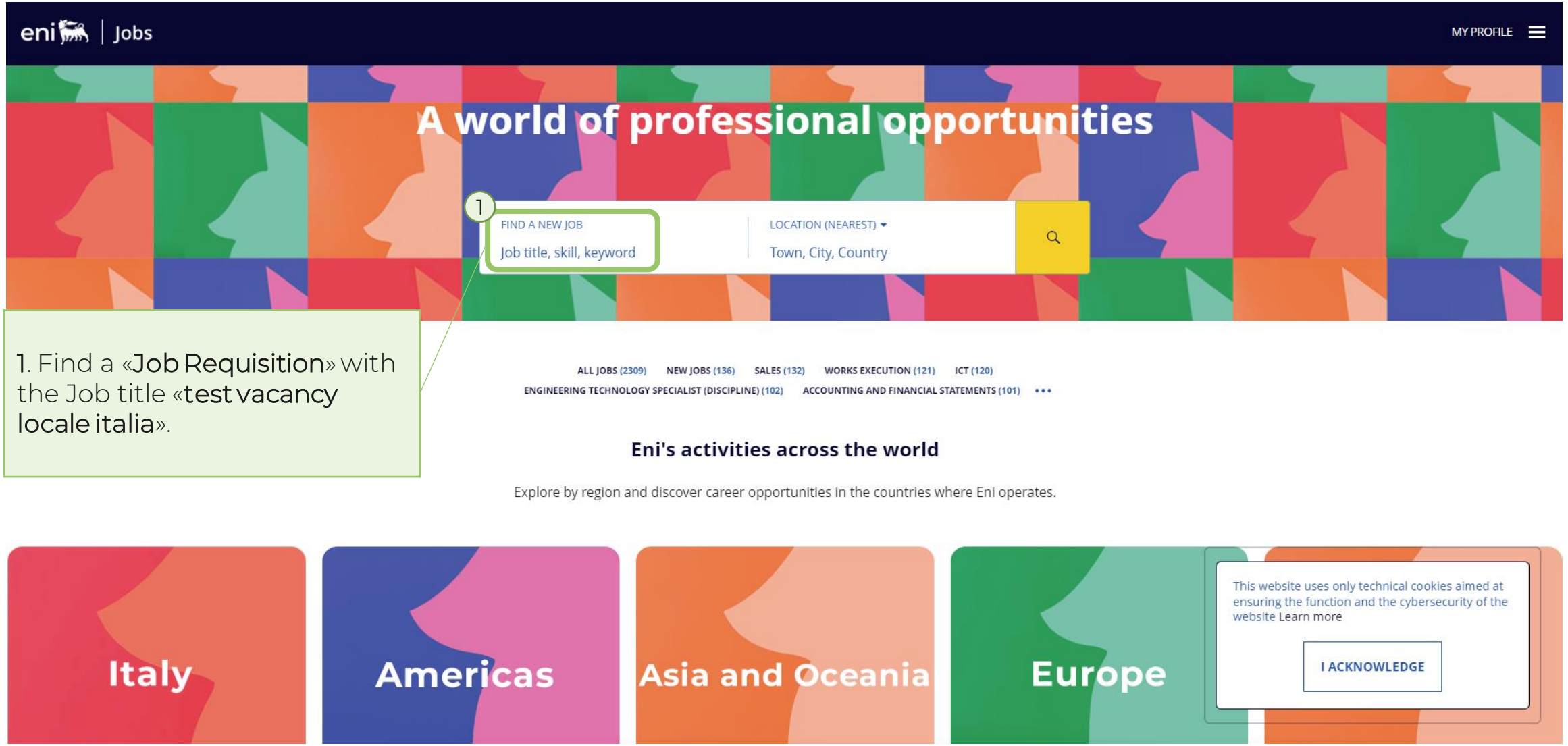
TogetHR
Modulo Reclutamento e selezione

Guida operativa per la
External Application (Career Site)

V01 - Aggiornato a 20 Maggio 2024

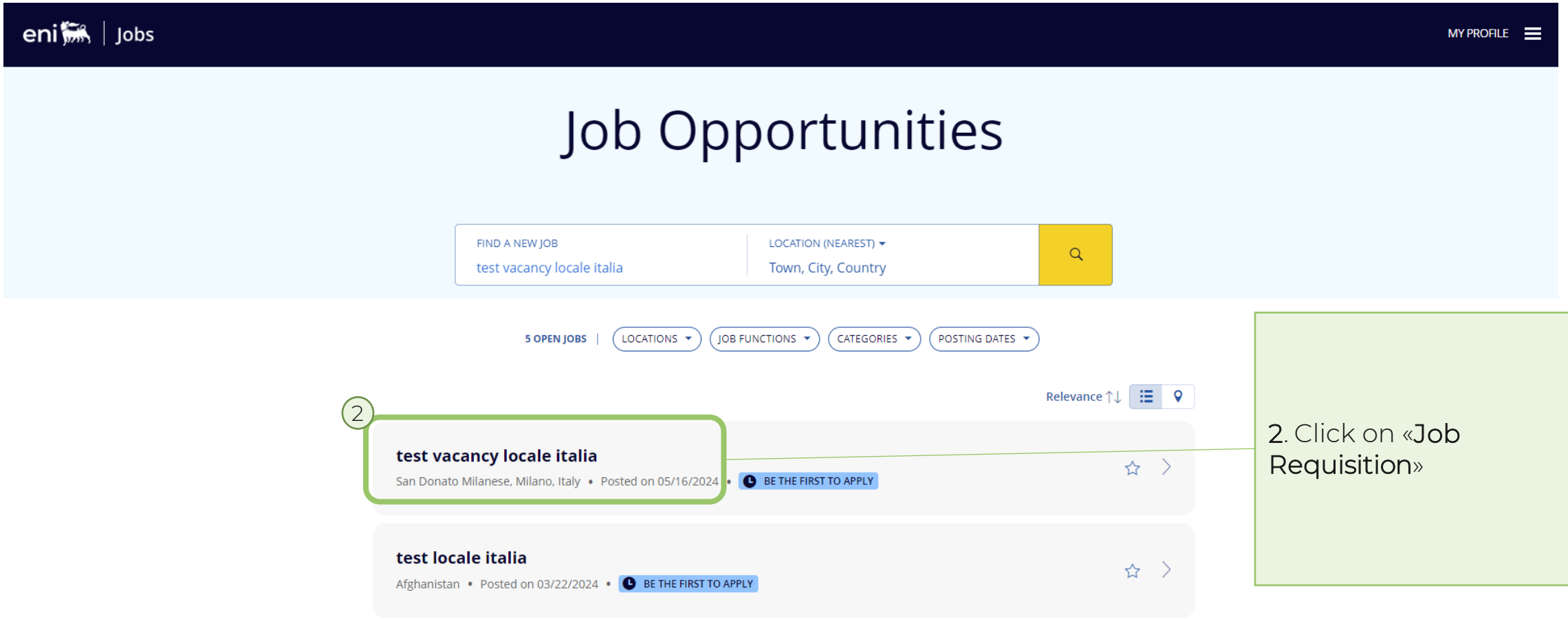
1. Application to a Job Requisition

Link al Career Site



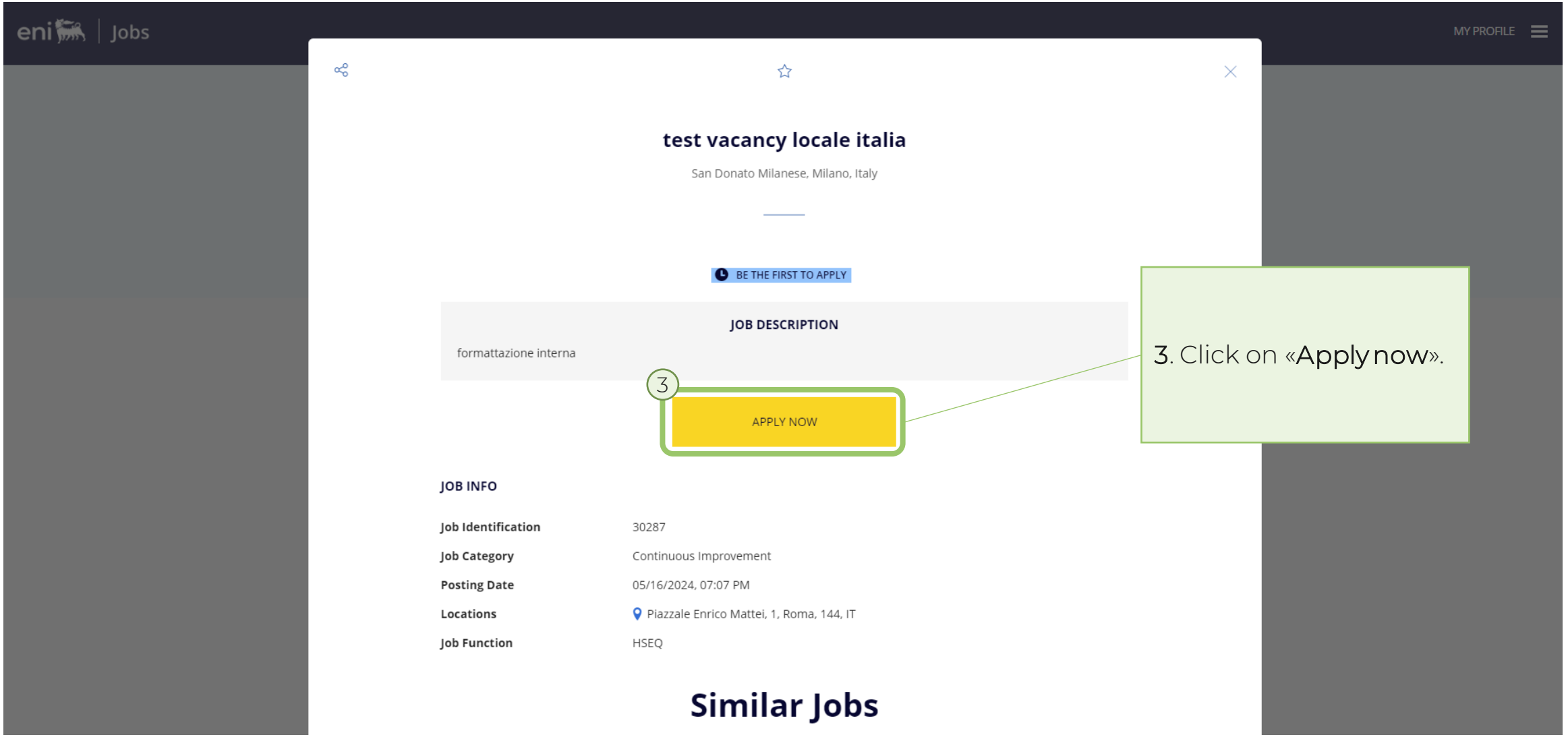
1. Find a «**Job Requisition**» with the Job title «**test vacancy locale italia**».

1. Application to a Job Requisition

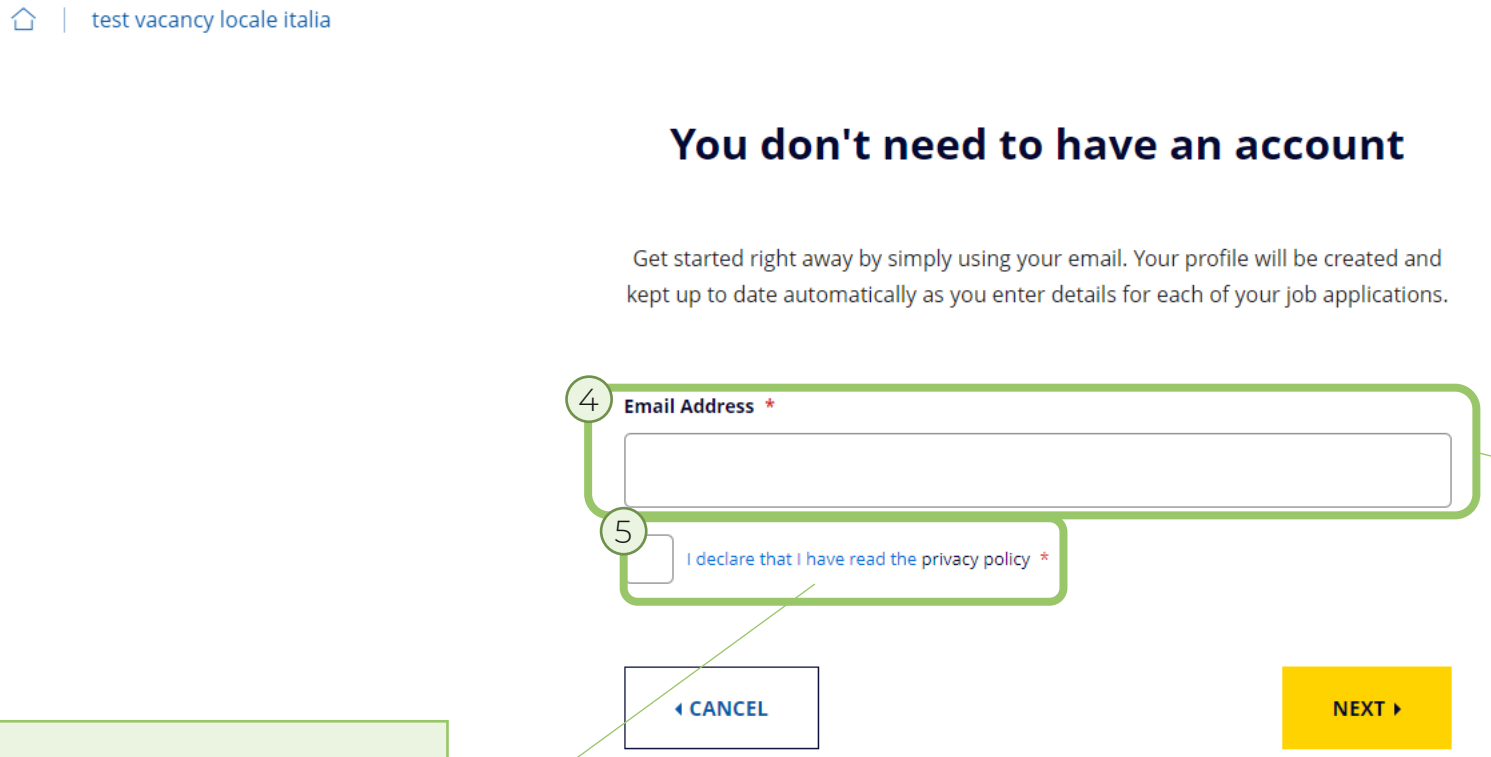


2. Click on «**Job Requisition**»

1. Applicazione ad una Job Requisition



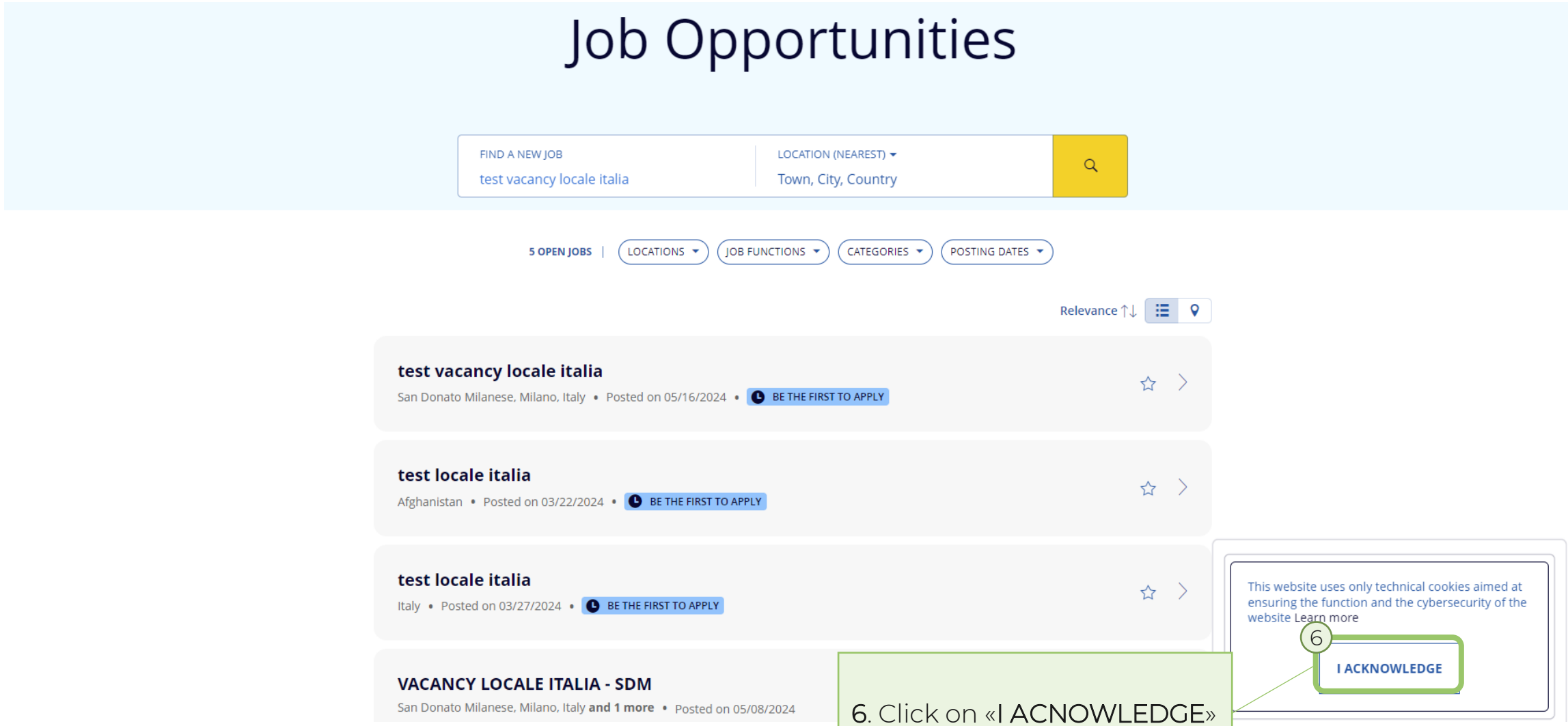
1. Application to a Job Requisition



4. Insert your «**Email Address**»

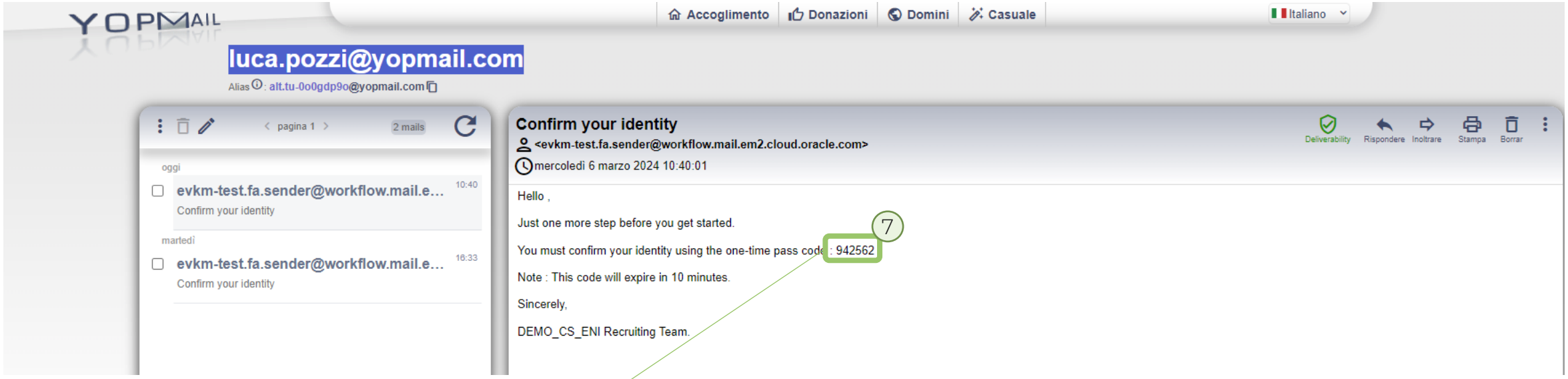
5. Flag «**I declare that i have read the privacy policy**». It's suggested to read them clicking «**privacy policy**»

1. Application to a Job Requisition



6. Click on «I ACNOWLEDGE»

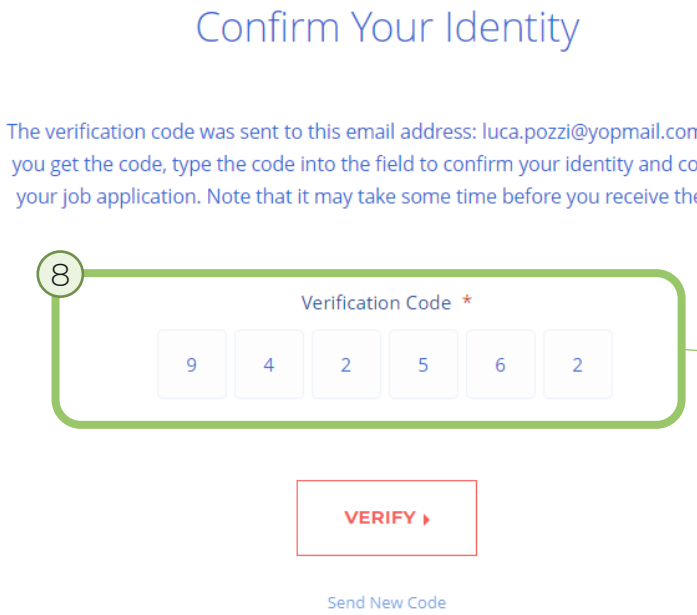
1. Application to a Job Requisition



7. Copy «one-time pass code».

1. Application to a Job Requisition

ACCOUNT DEVELOPMENT MANAGER



8. Insert the «Verification Code»

1. Application to a Job Requisition

ACCOUNT DEVELOPMENT MANAGER

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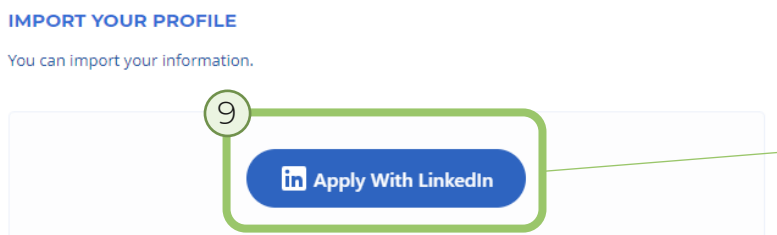

9. Click on «**Apply With LinkedIn**» if you want to import information from your Linkedin profile. More details on slide 32.

10. **Contact information**. Insert:

- **Last name**: Free text
- **First Name**: Free text
- **Title**:
  - Doctor
  - Miss
  - Mr.
  - Mrs.
  - Ms.

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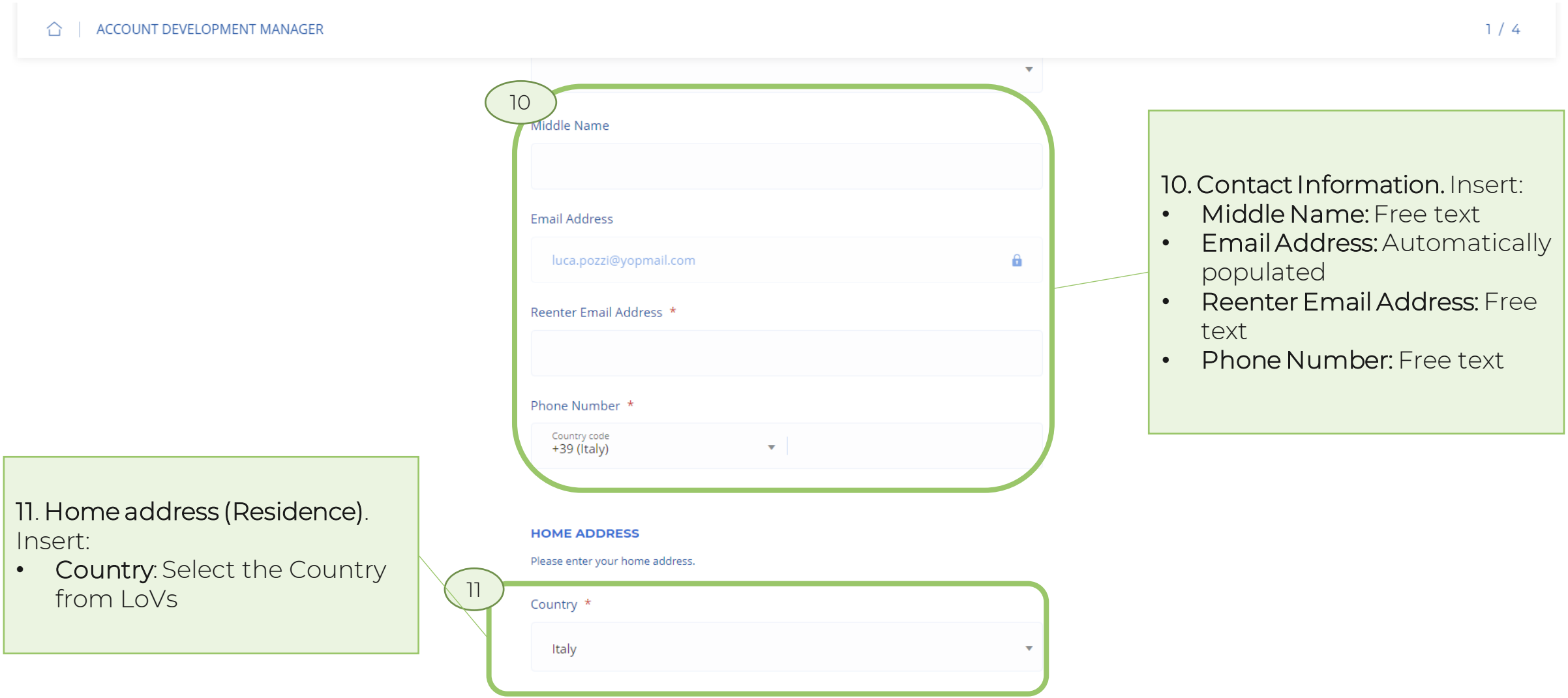

10. Contact Information. Insert:
- Middle Name: Free text
- Email Address: Automatically populated
- Reenter Email Address: Free text
- Phone Number: Free text

11. Home address (Residence). Insert:
- Country: Select the Country from LoVs

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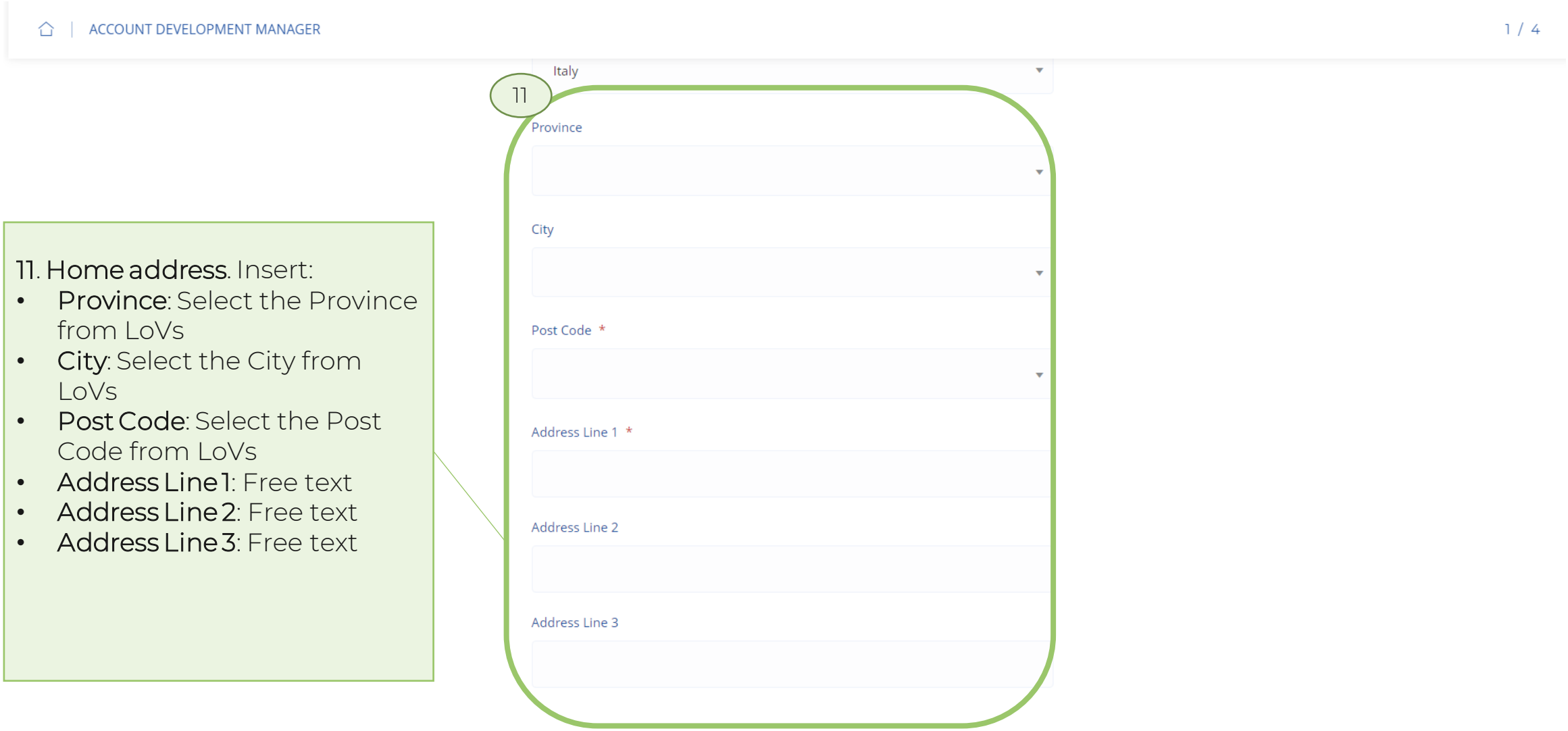

11. **Home address**. Insert:

- **Province**: Select the Province from LoVs
- **City**: Select the City from LoVs
- **Post Code**: Select the Post Code from LoVs
- **Address Line 1**: Free text
- **Address Line 2**: Free text
- **Address Line 3**: Free text

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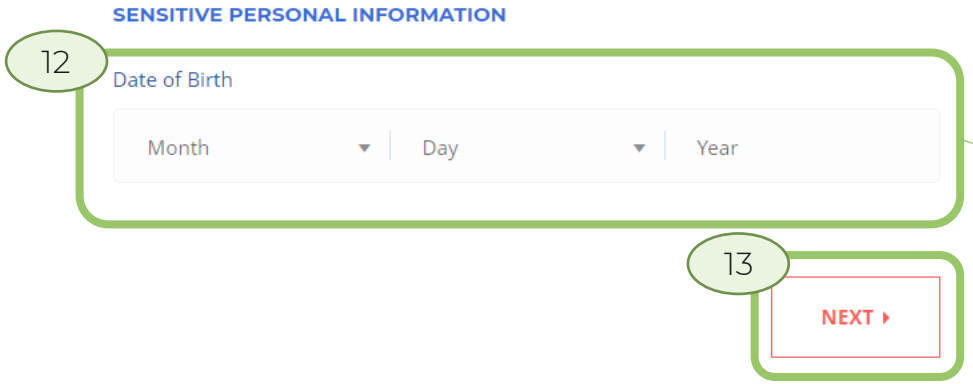
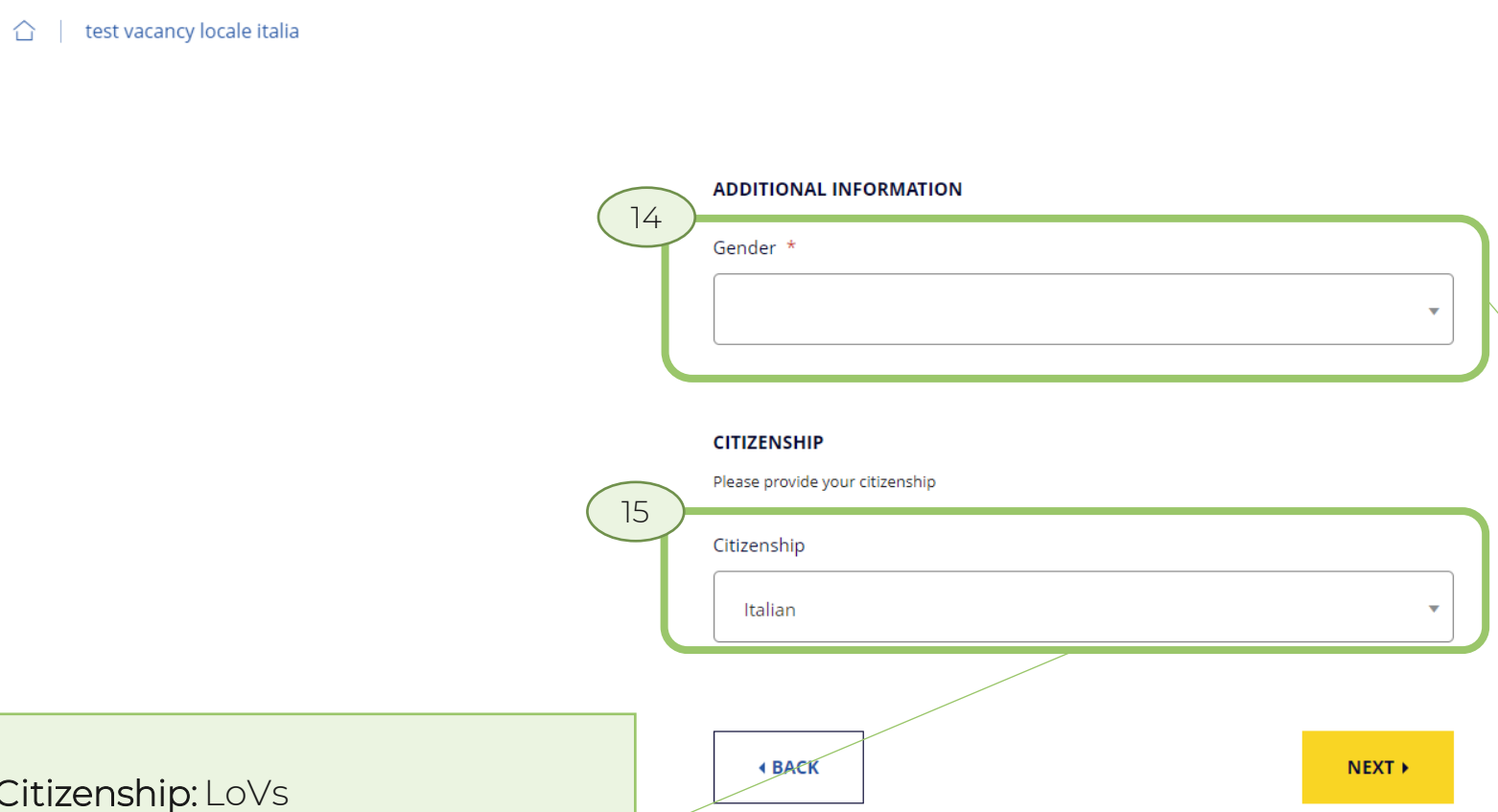


12. Insert the «Date of Birth»

1. Application to a Job Requisition



14. Diversity information. Insert the «**Gender**» from LoVs:

- Female
- Male
- Other/Prefer not to say

15. **Citizenship:** LoVs

1. Application to a Job Requisition

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EDUCATION

It is highly recommended that you provide your education details.

ADD EDUCATION

GRADUATION MARK

Most recent mark achieved

Graduation mark (grade/on) - If applicable

110/110

17

EXPERIENCE

Please provide details about your work experience.

ADD EXPERIENCE

16. Education. Click on "Add education". Details on slide 24.

Add "Graduation Mark"

17. Experience. Click on "Add experience". Details on slide 25.

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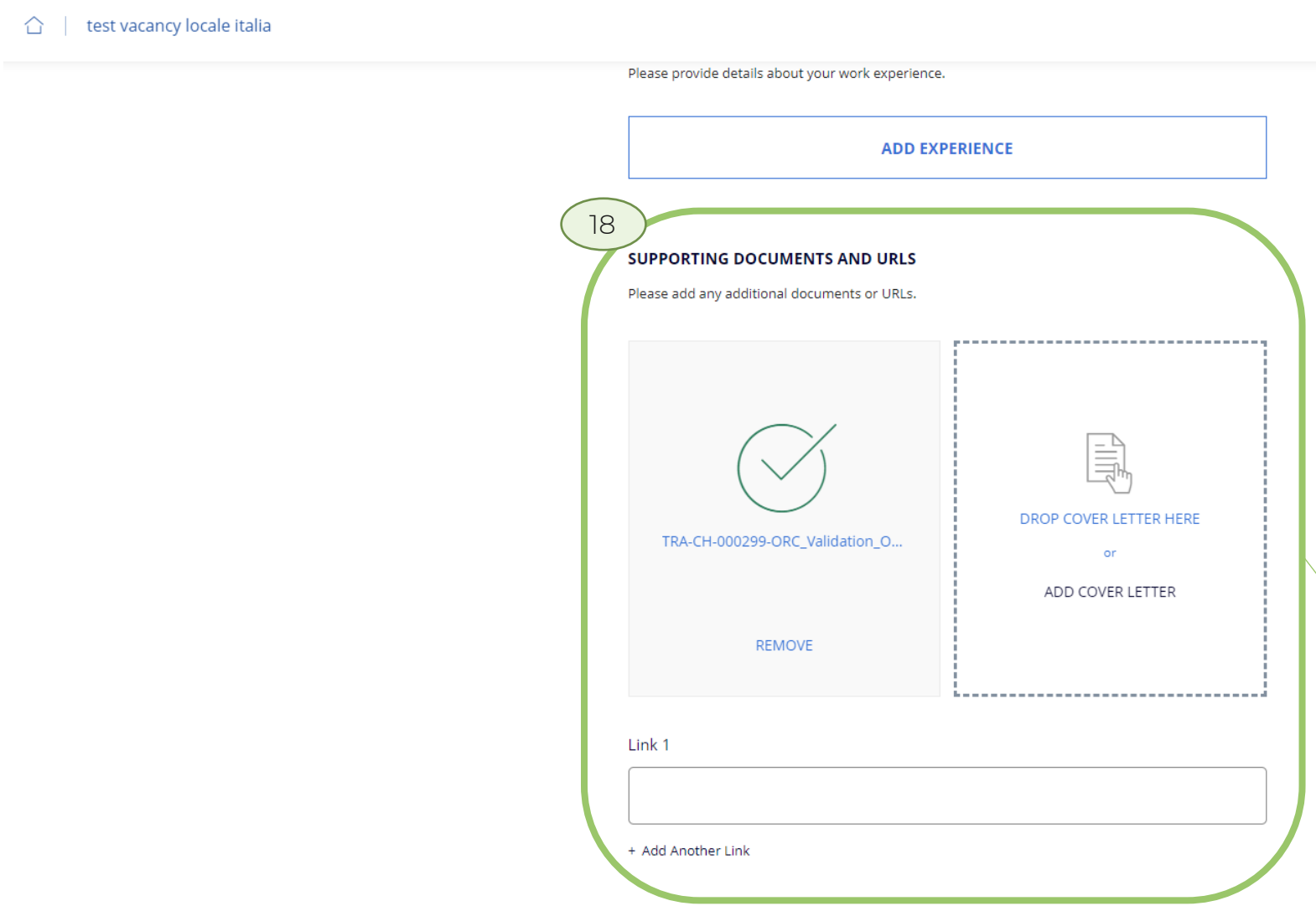
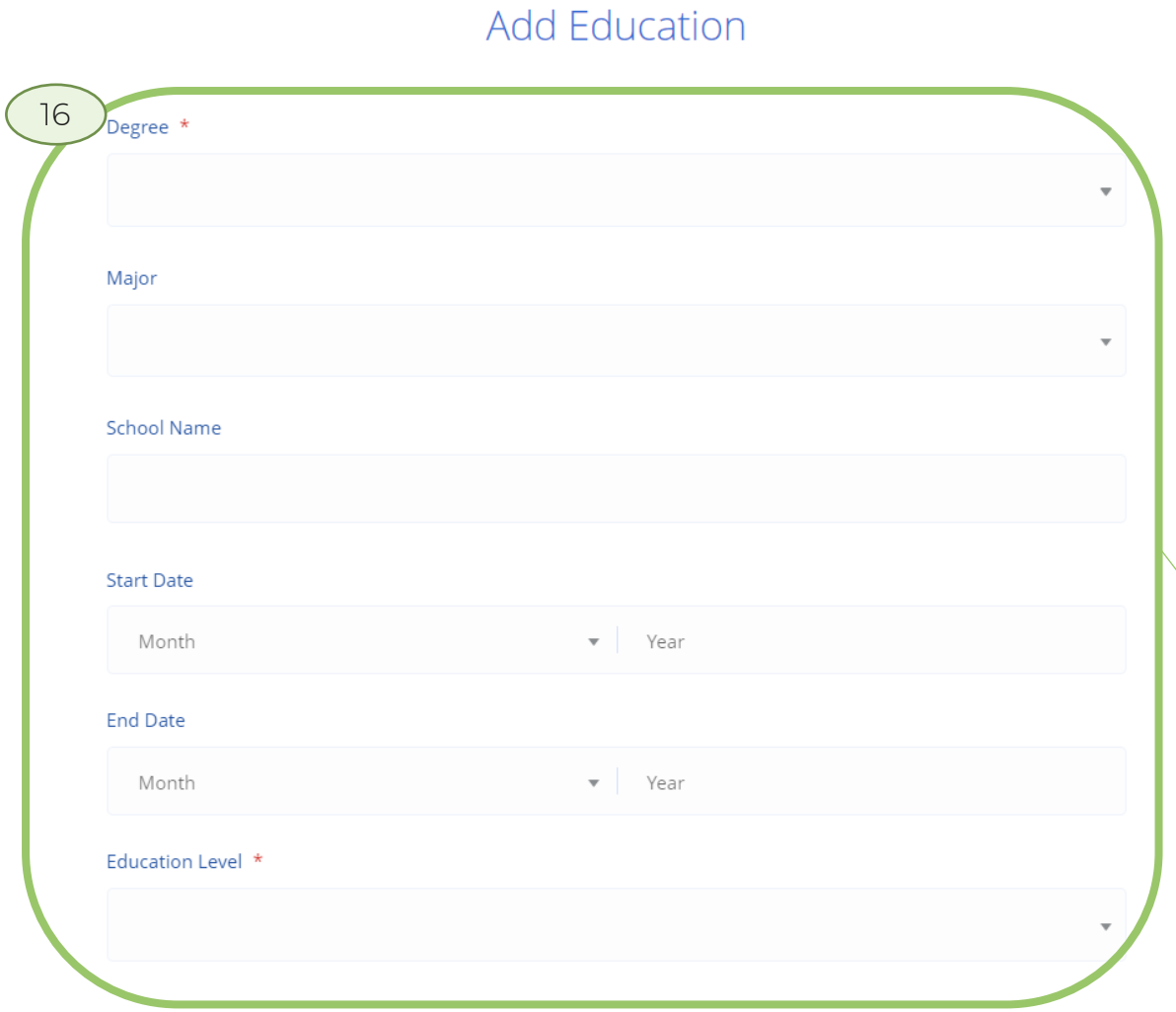


18. Supporting Documents and URLs. Drop or upload your resume.

1. Application to a Job Requisition



16. Education.
- **Degree**: LoVs
- **Major**: LoVs
- **School Name**: Free text
- **Start date**: LoVs
- **End date**: LoVs
- **Educational Level**: Free text

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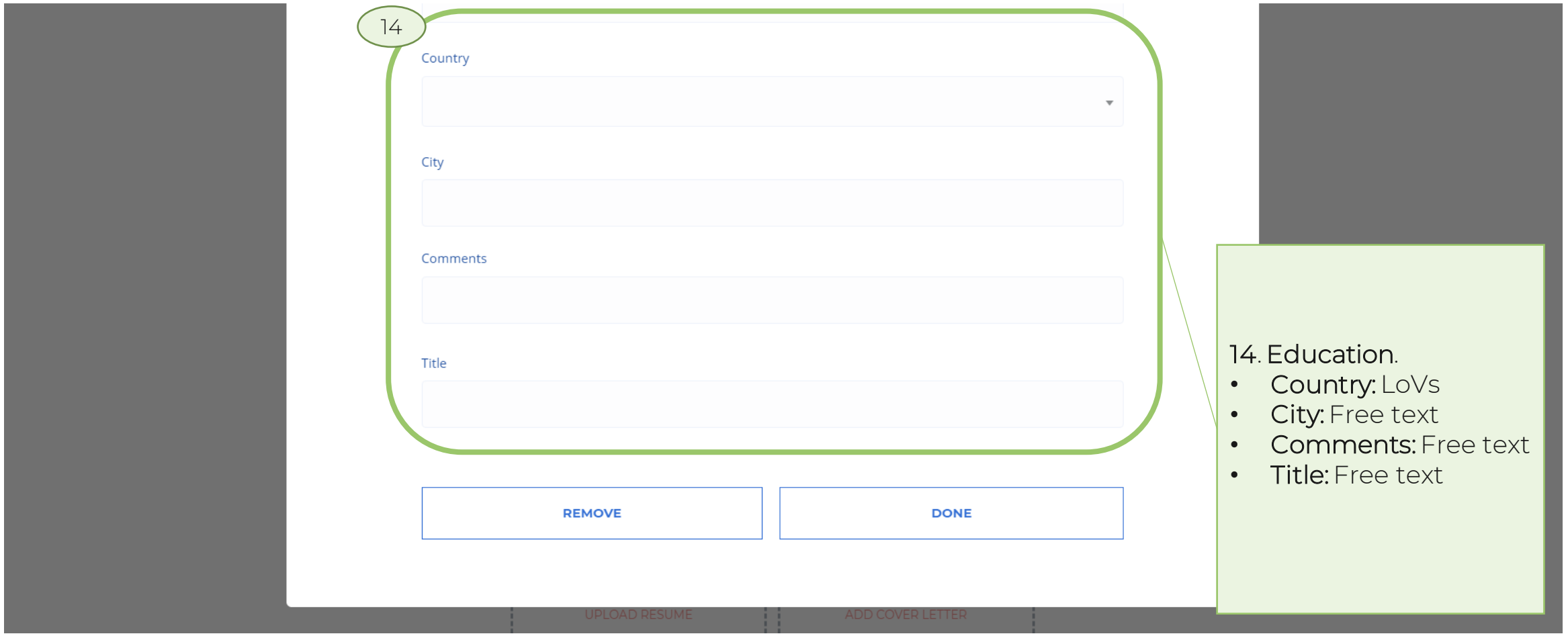

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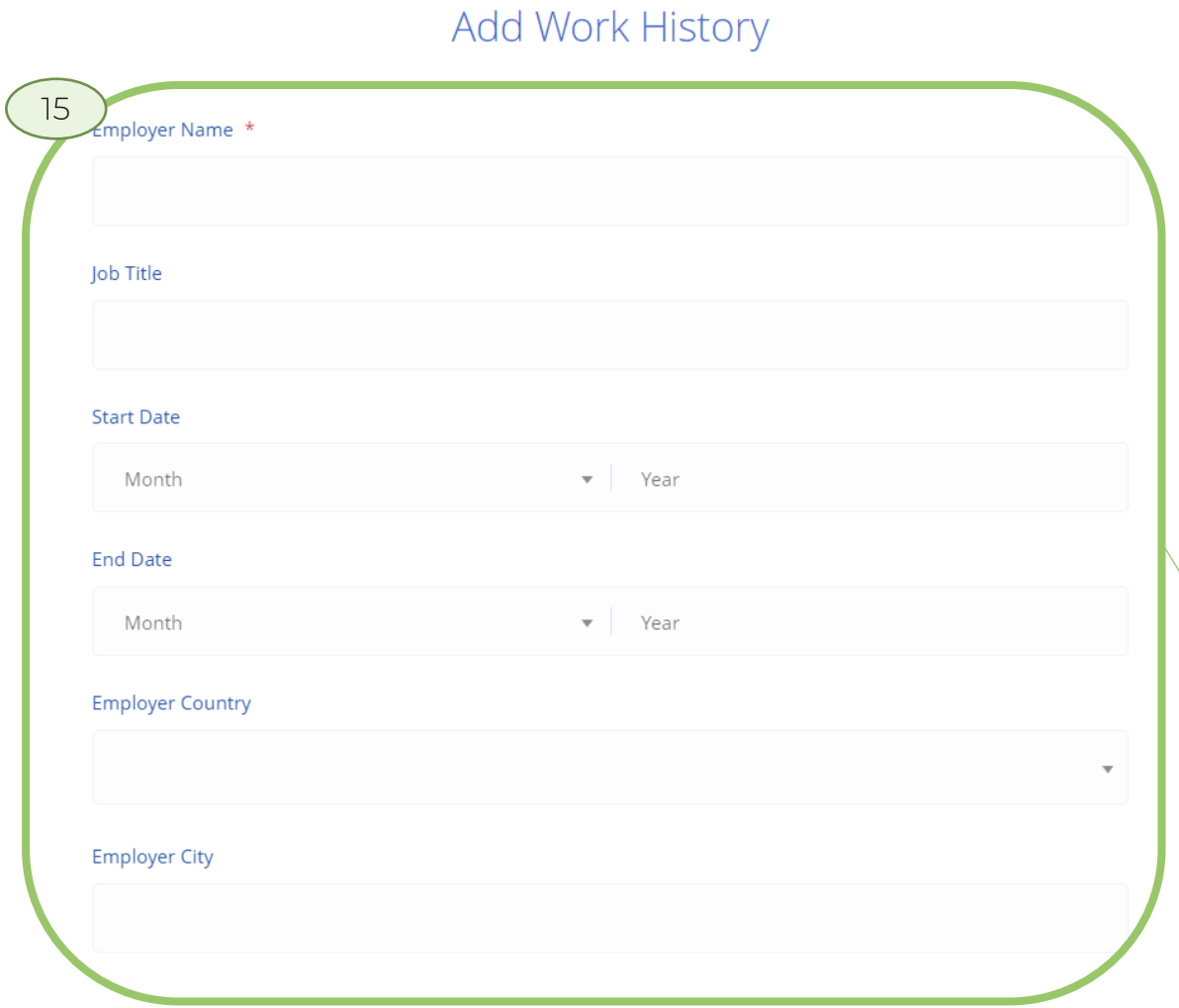

15. Experience.
- **Employer Name**: LoVs
- **Job Title**: Free text
- **Start date**: LoVs
- **End date**: LoVs
- **Employer Country**: LoVs
- **Employer City**: Free text

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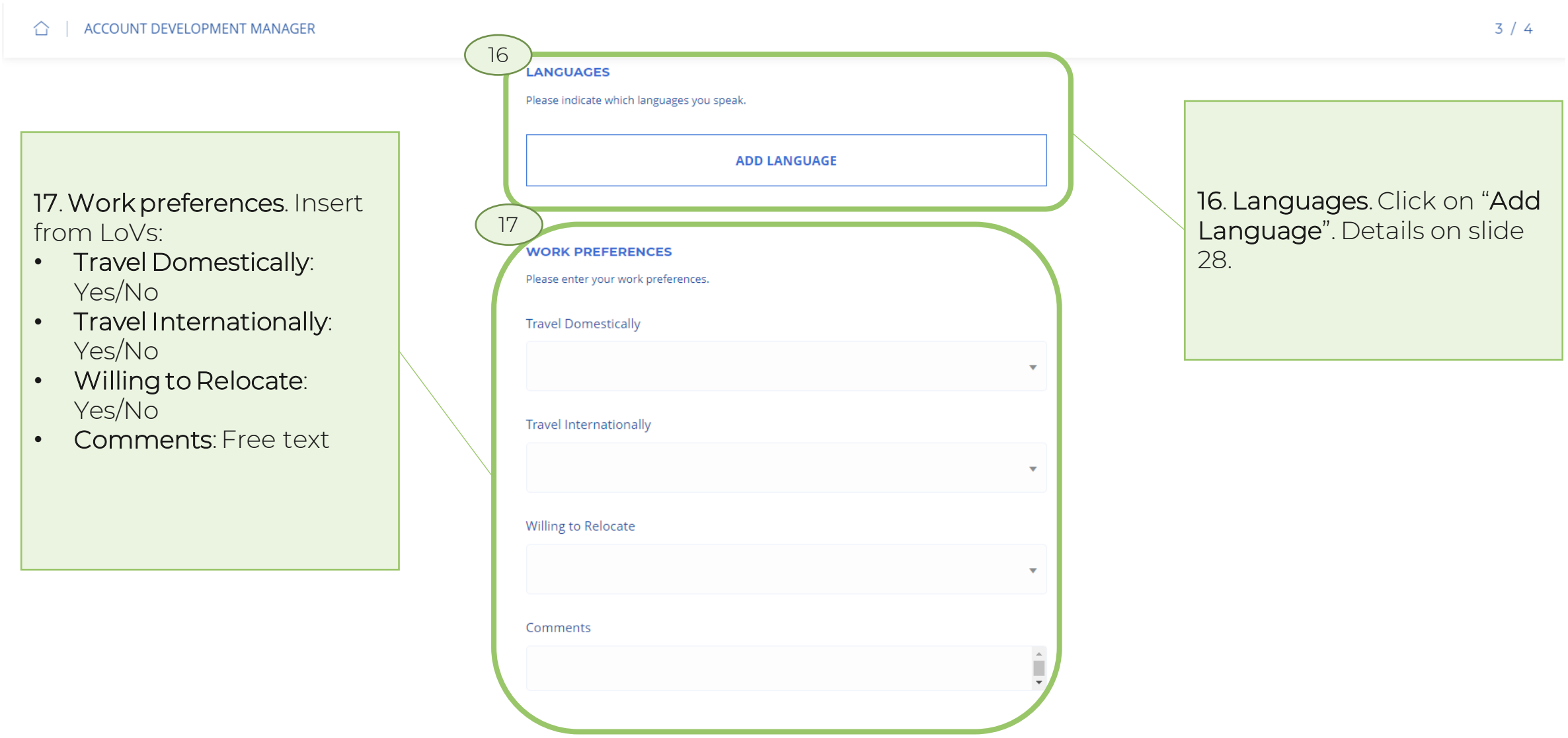

17. **Work preferences**. Insert from LoVs:

- **Travel Domestically**: Yes/No
- **Travel Internationally**: Yes/No
- **Willing to Relocate**: Yes/No
- **Comments**: Free text

16. **Languages**. Click on "**Add Language**". Details on slide 28.

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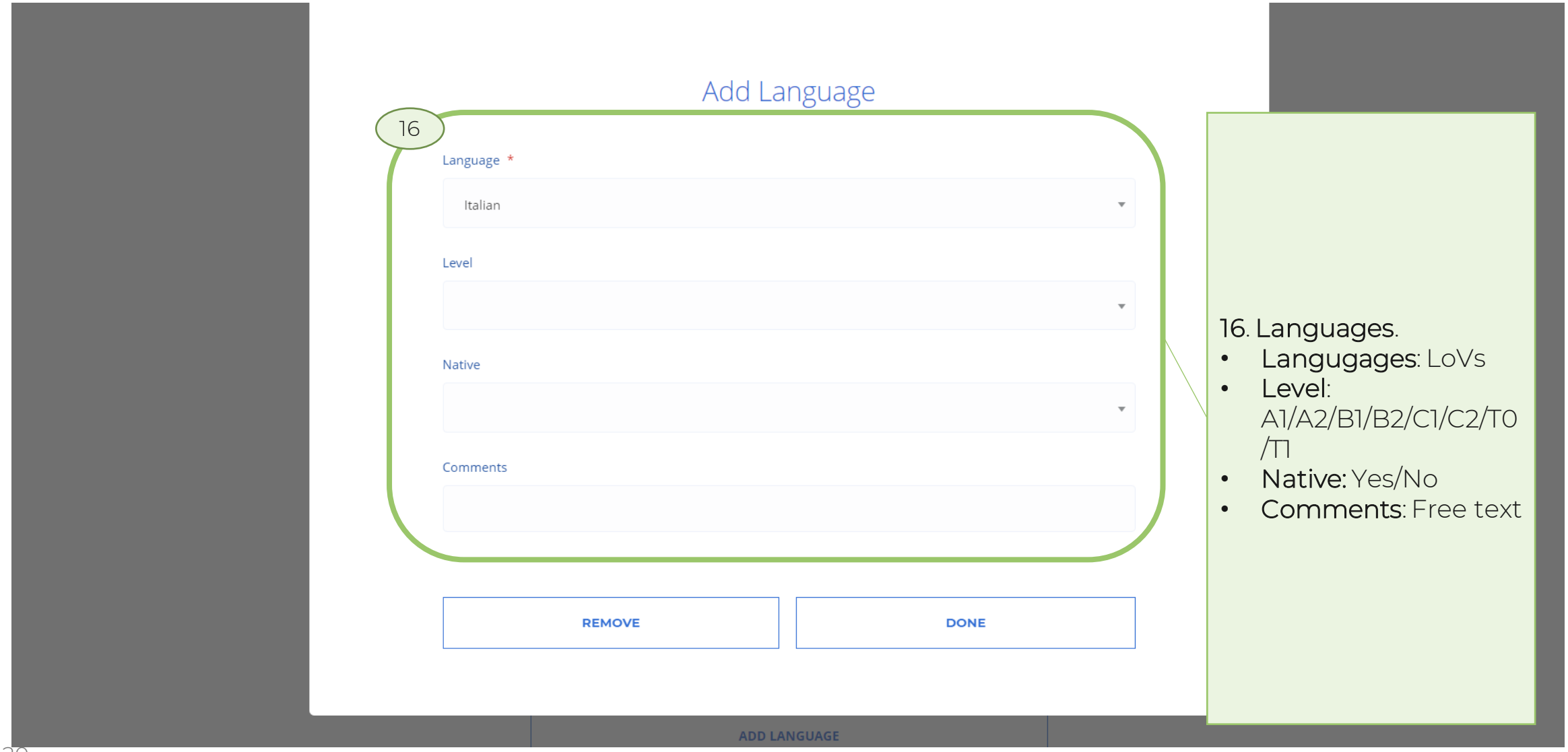

16. Languages.
- **Languages**: LoVs
- **Level**: A1/A2/B1/B2/C1/C2/T0/T1
- **Native:** Yes/No
- **Comments**: Free text

1. Application to a Job Requisition

ACCOUNT DEVELOPMENT MANAGER

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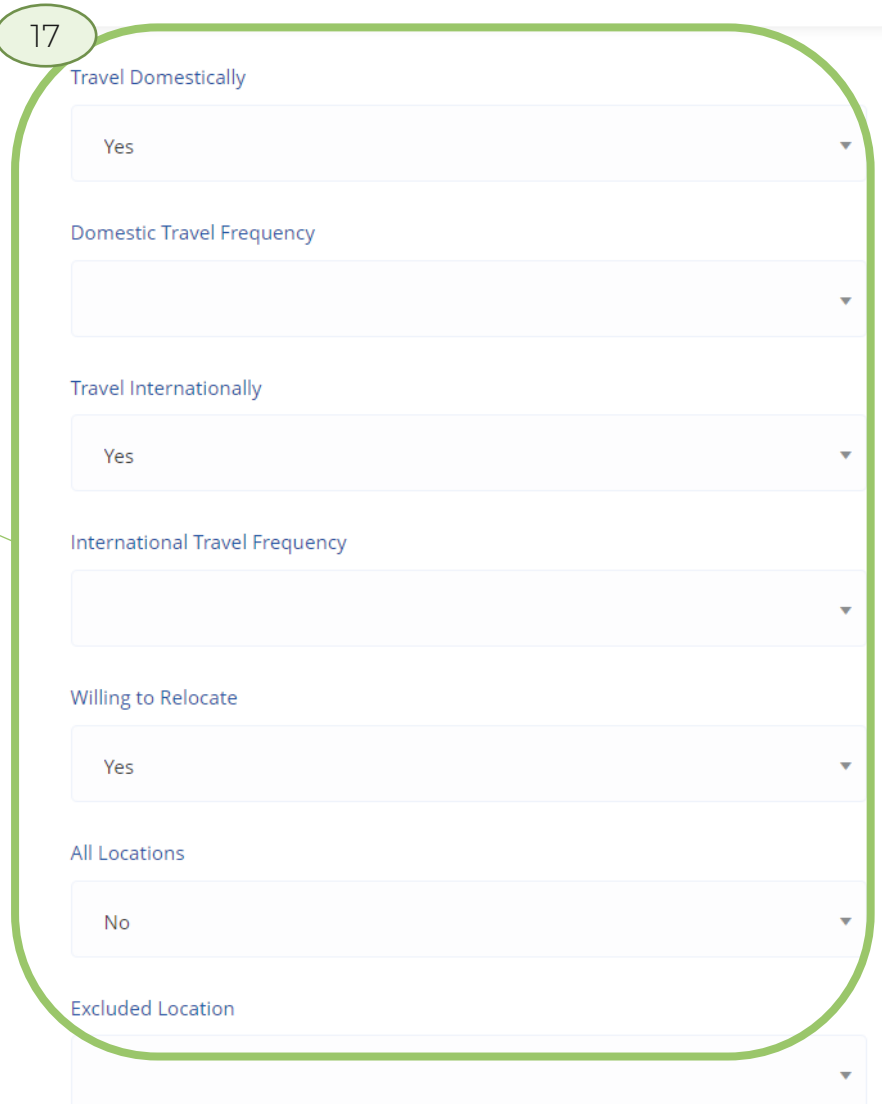
17. **Work preferences**. If you answered Yes. Insert from LoVs:

- **Travel Domestically Frequency**: 25/50/75/100%
- **Travel Internationally Frequency**: 25/50/75/100%
- **All Location:** Yes/No
- **Excluded Locations**: LoVs



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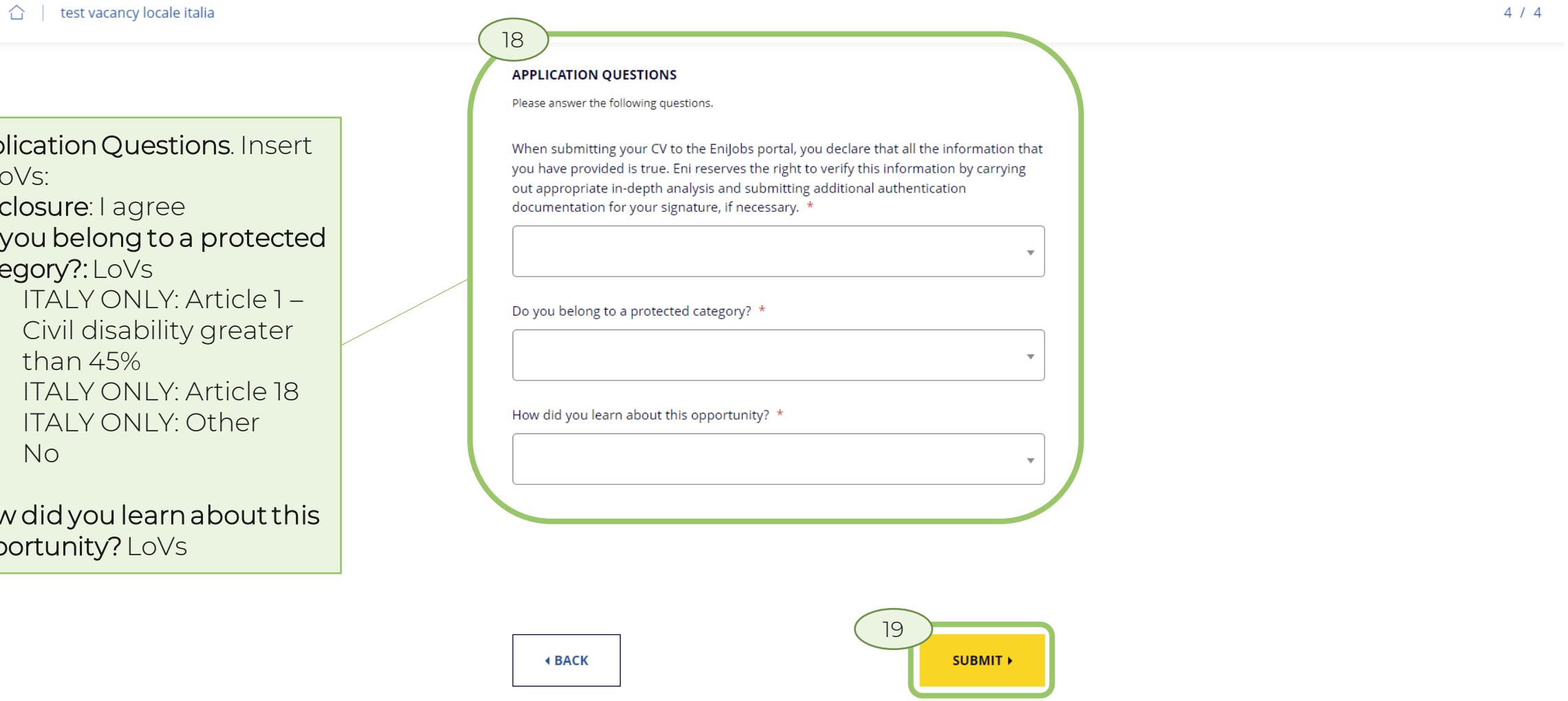
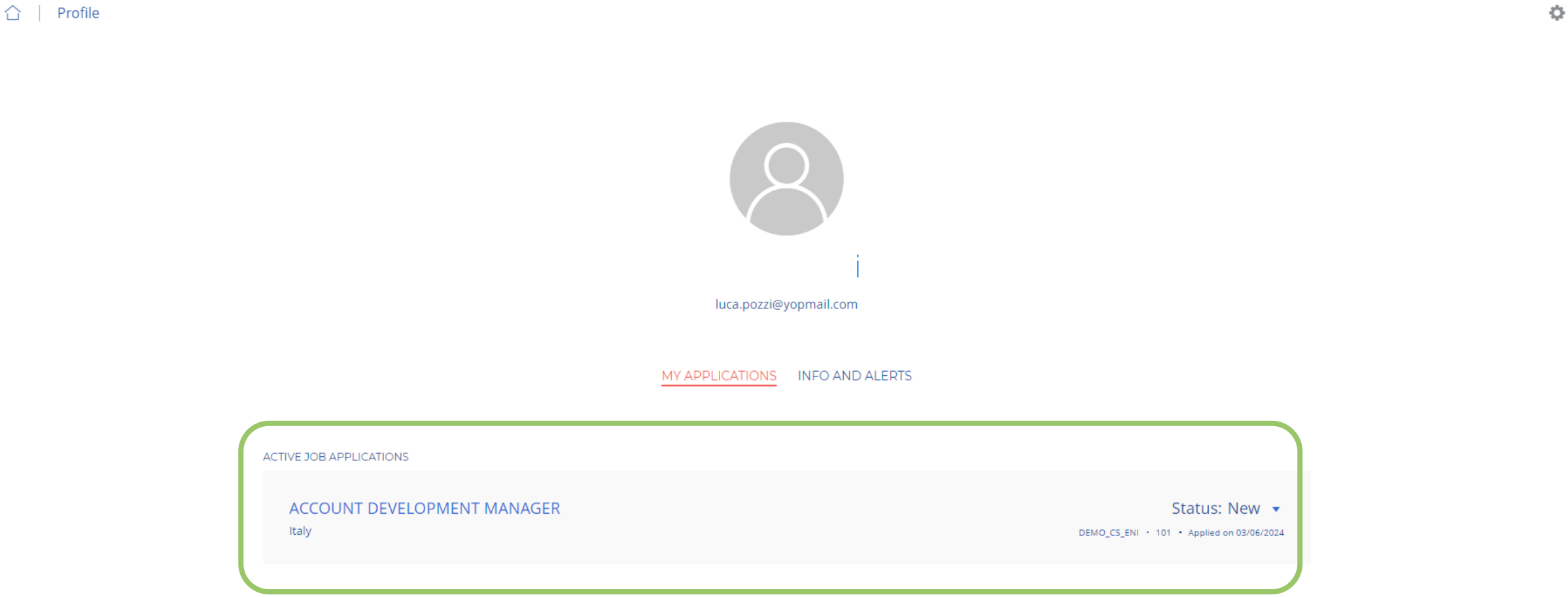


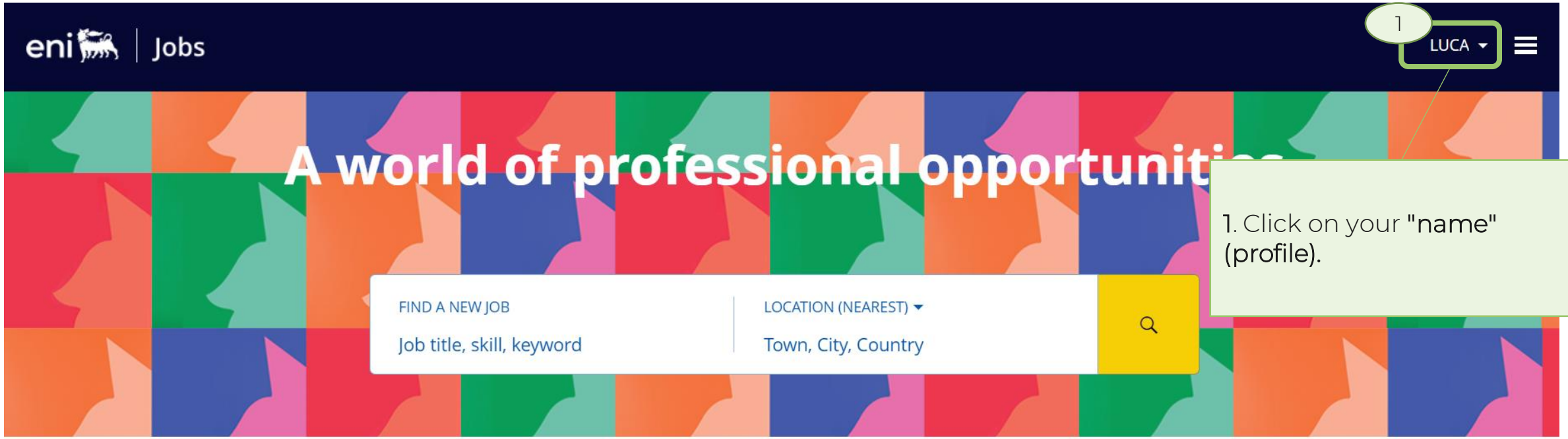
18. **Application Questions**. Insert from LoVs:

- **Disclosure**: I agree
- **Do you belong to a protected category?**: LoVs
  - ITALY ONLY: Article 1 – Civil disability greater than 45%
  - ITALY ONLY: Article 18
  - ITALY ONLY: Other
  - No
- **How did you learn about this opportunity?** LoVs

1. Application to a Job Requisition



Edit profilo

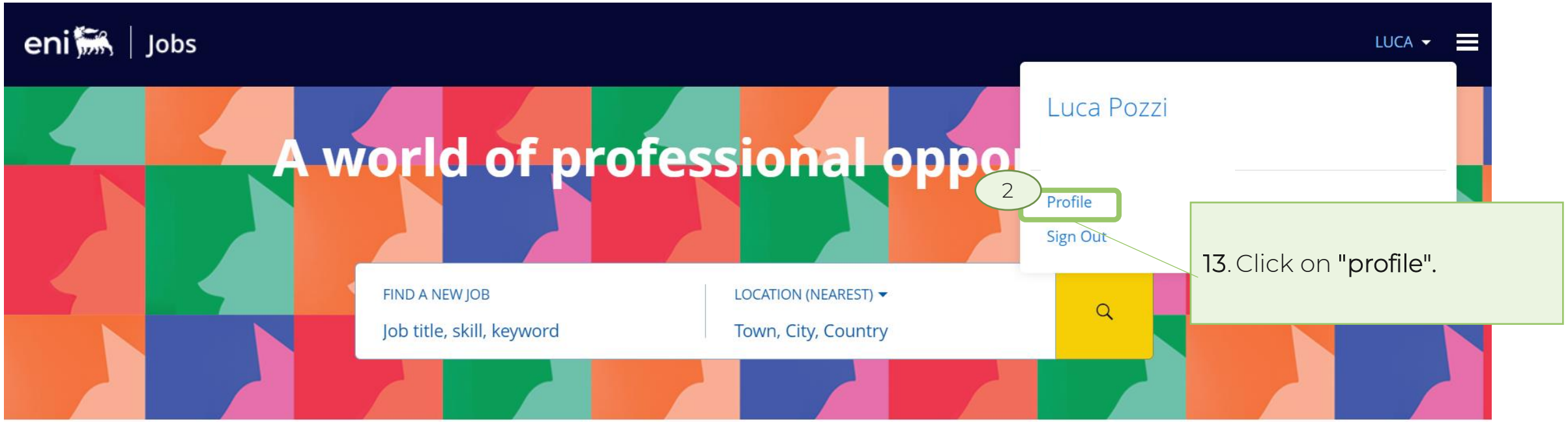


ALL JOBS (2211) NEW JOBS (28) SALES (132) ICT (116) WORKS EXECUTION (103)
ENGINEERING TECHNOLOGY SPECIALIST (DISCIPLINE) (99) ACCOUNTING AND FINANCIAL STATEMENTS (99) •••

Eni's activities across the world

Explore by region and discover career opportunities in the countries where Eni operates.

Edit profilo



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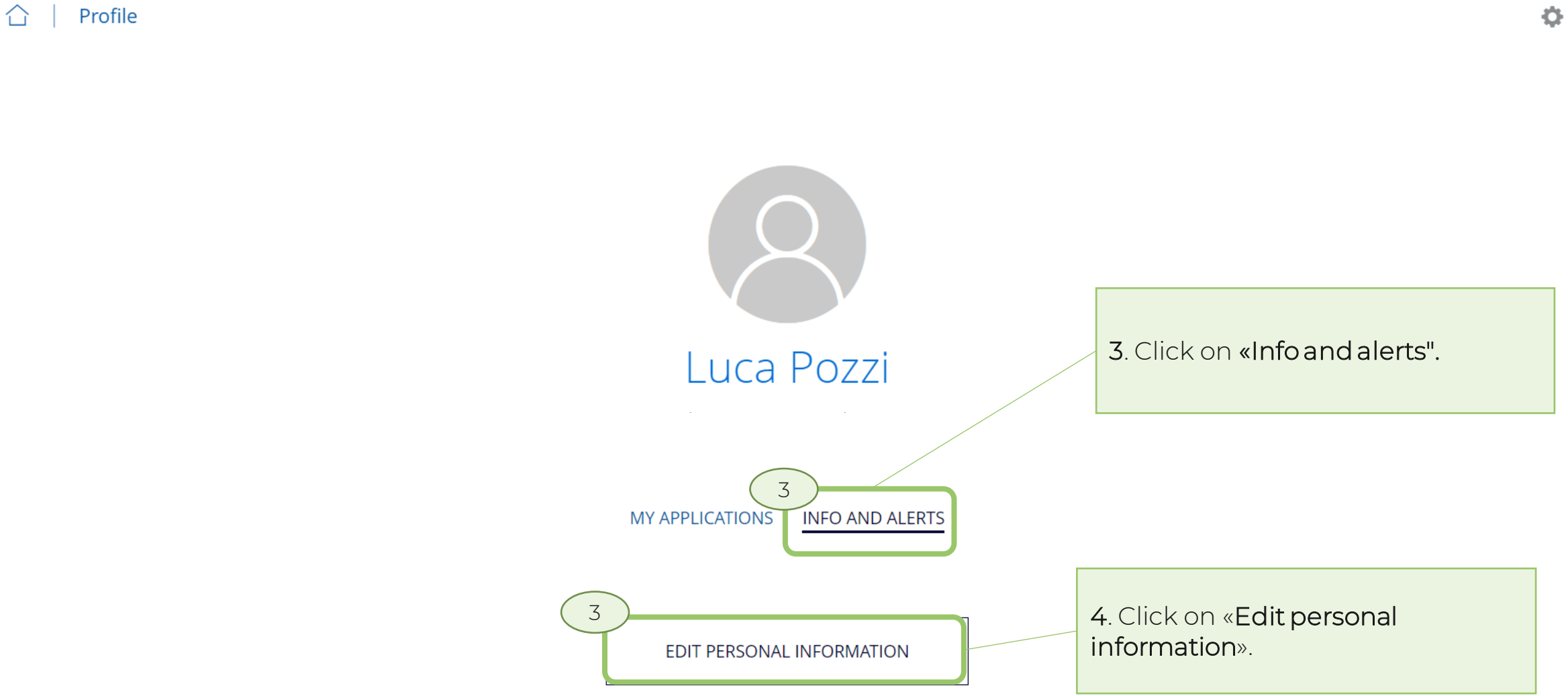

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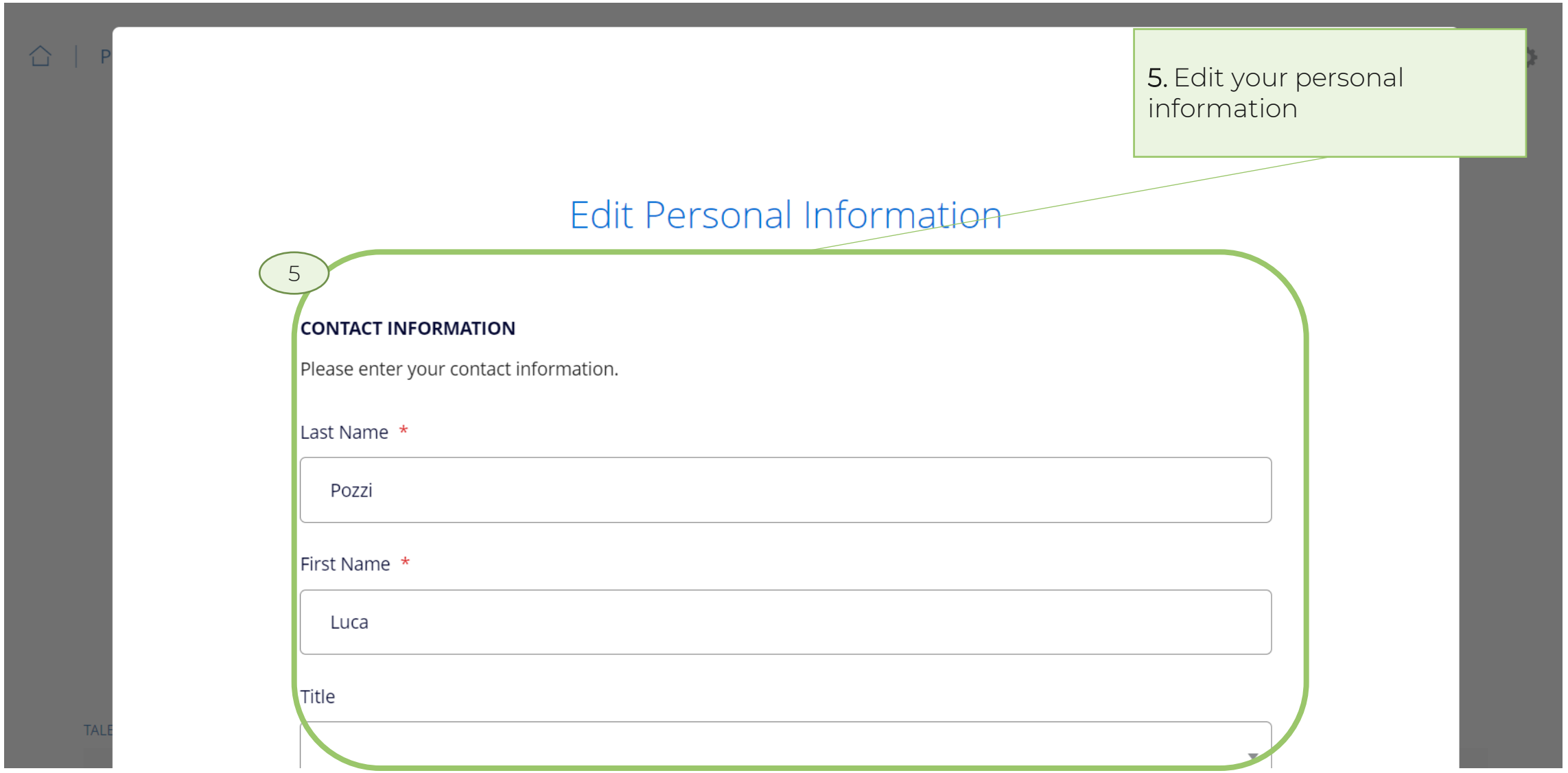

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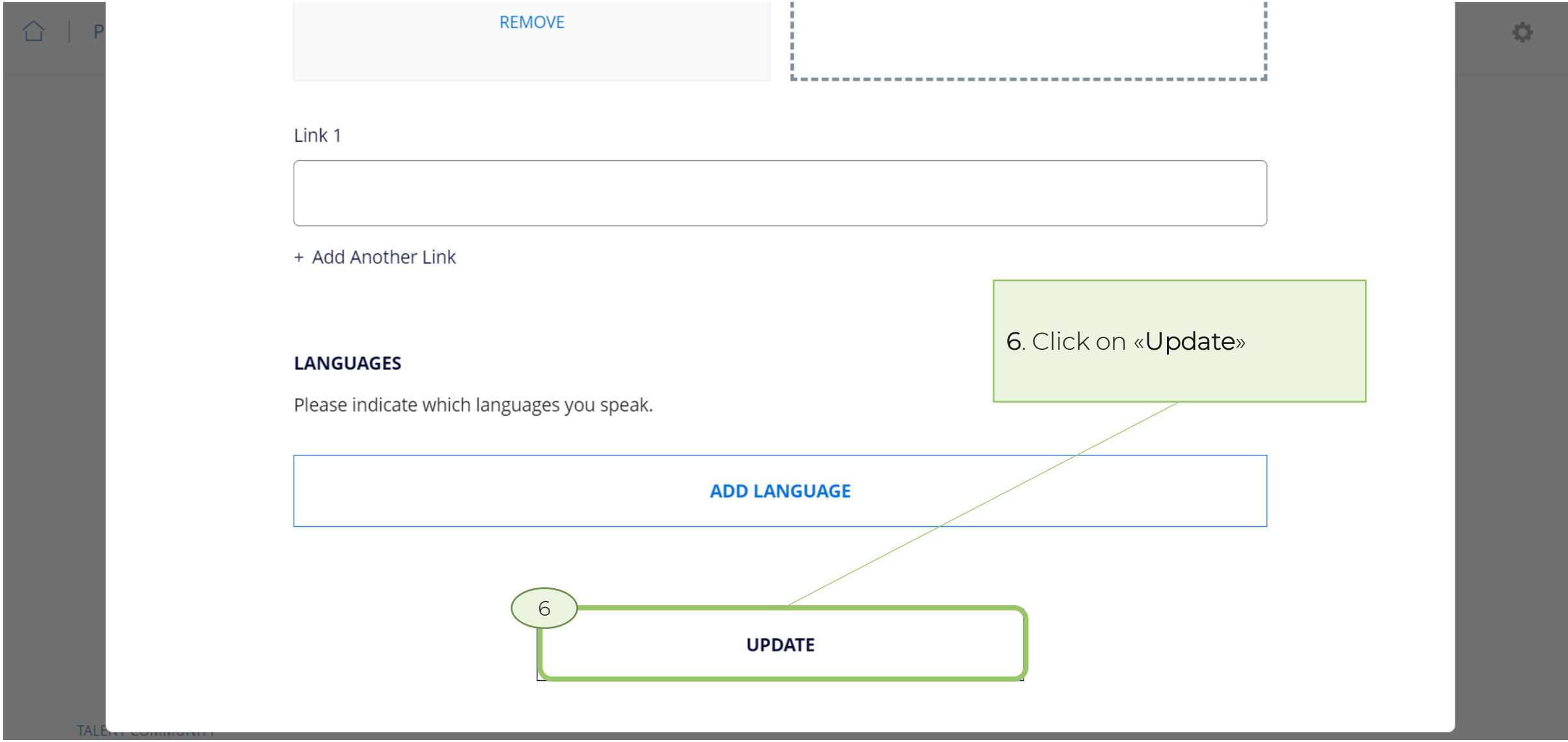

Oracle Fusion Cloud Applications System Requirements

Before using Fusion Applications in browsers and on your mobile devices, check the operating systems, supported browsers, and other computer requirements.

Here are the minimum versions you need for your browsers.

Browser	Minimum Version
Apple Safari	16.2
Google Chrome	108
Microsoft Edge	108
Mozilla Firefox	108

Oracle supports all the platforms that the browser vendor supports, as indicated in this table. For mobile device operating systems, Oracle supports only the most recent browser.

Operating System	Apple Safari	Google Chrome	Microsoft Edge	Mozilla Firefox
Android	Not applicable	Supported (Chrome for Android only, not native Android browser)	Not applicable	Not supported
iOS/iPadOS	Supported	Not supported	Not supported	Not supported
Mac OS X	Supported	Supported	Not supported	Supported
Windows	Not supported	Supported	Supported	Supported