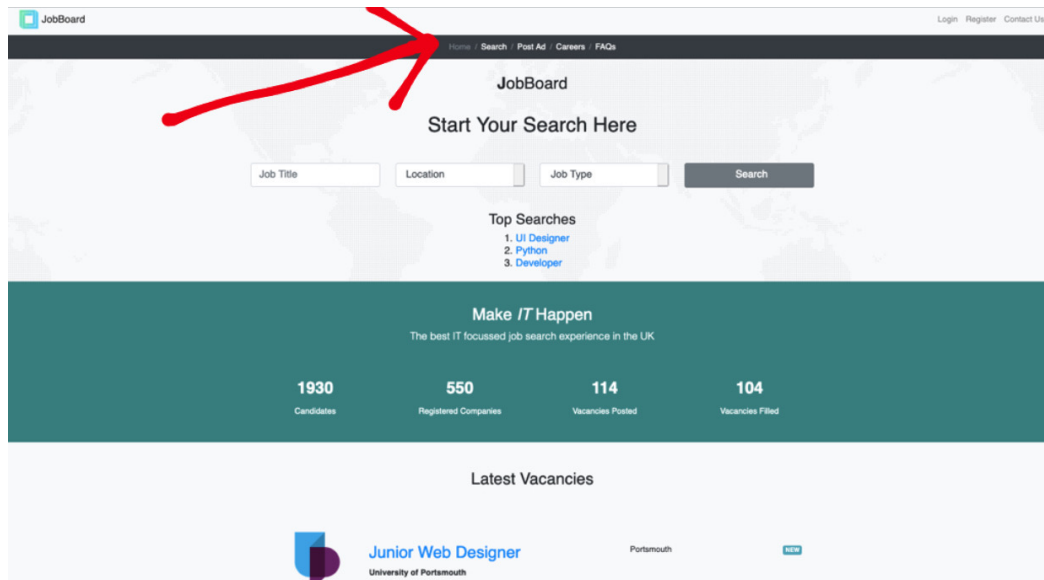# How to post an advertisement?

To post an advertisement, click on the "Post ad" in the main navigation bar.

Then select "yes" or "no". Depends on whether you had ever posted any advertisement on the JobBoard.

If you pick "no", fill the whole application form in. By clicking the blue button, the one pointed by the red arrow, select your logo.

When the form is filled, tick the box in the left down corner, if you agree with the privacy policy of the JobBoard. Then click the blue "submit" button in the right down corner.

After you submit your form, you receive the information box you can see in the picture above.

If you select "yes", it means you had already posted an advertisement at least once within the JobBoard.

Fill your JobBoard ID in the top right JobBoard CID box, insert the vacancy details within the given form and proceed with submit.

Post Advert

Home / Post Ad

Have you posted here before?

Yes

JobBoard CID (You'll have recieved this when you registered.)

Your JobBoard ID

Vacancy Details

Job Title

Job Title

Job Type

Full time

Hours

Hours worked each week

Salary £

Earnings per annum

Advert Expiry Date

dd . mm . rrrr

Job Description (1000 characters max)

Company information, job description and any other relevant information.

Skills (2 minimum)

Required Skill	Required Skill
Required Skill	Required Skill
Required Skill	Required Skill

☐ I confirm that I have fully read and understood the JobBoard privacy policy.

Submit

Privacy Policy   Sitemap