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About Job Portal

Job Portal and Labour Market Database System a initiative online job portal for making the tedious, ad-hoc, and manual system into the digitized system along with the upgradation of current system that is not being properly used by MoLE from where job seekers can apply for job and employer can post the job vacancy which is managed by 14 Employment Service Centre's (ESCs).

Job Seeker User Manual

1. User Registration

- a. First of all user/job seeker must have to register in system.

- b. you can see the top menu in portal , you will find the dropdown menu on “Register”. Click on “Job Seeker”. After that, system redirect you to following page:

First Name

First Name

Middle Name

Middle Name

Last Name

Last Name

Email

Email

Phone

Phone

Captcha

C3A1A

Type your code here

Register

Provide all your information as per mentioned in registration form.

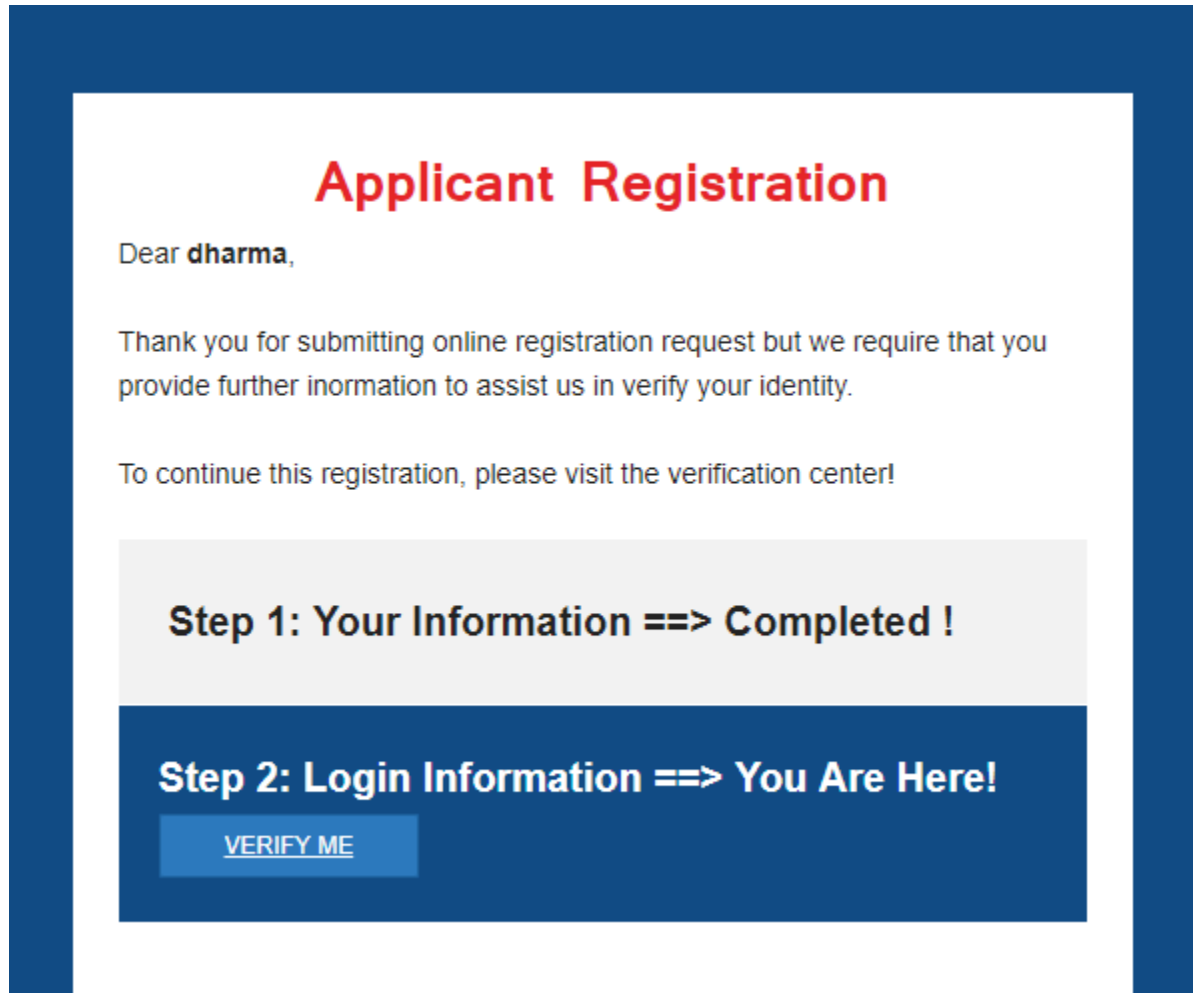
- c. Click

Register

 button , you will get success message which is shown as below:

Successfully registered, To continue this registration, please visit your email dharmabudhathoki@gmail.com and check email that we send to you.

- d. You will receive a mail from Job Portal for further registration process. Received mail format is shown in below:



- e. Click on “VERIFY ME” button, which redirect you job portal for setting a password as shown in below:

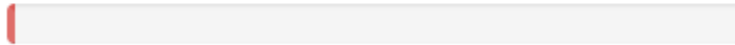
Please set your password to complete the registration process.

Your Username dharma.budhathoki@gmail.com

Password

Confirm Password

Password Strength



Submit

- f. Set your password and click on “Submit” button. After submit button system redirect to your own dashboard.

2. Dashboard

The screenshot shows the user dashboard of the Government of Nepal Ministry of Labour and Employment Job Portal. The user is logged in as DHARMA RAJ BUDHATHOKI. The dashboard includes a profile section, a dashboard menu, and an active jobs section.

Header: Government of Nepal, Ministry of Labour and Employment, Department Of Labour, Employment Service Center, Job Portal. Navigation links: Home, About Us, News And Event, Find Resume, Resources. User profile: DHARMA, नेपाली.

Search Bar: Occupation (Eg. Manager), Location (Eg. Kathmandu), Search button, Advanced Search link.

Profile Section:

- Jobseeker ID: [Blank]
- Profile Last Logged On: 0000-00-00
- Profile Last Updated On: [Blank]
- Profile Visited By: Employer:- 0
- No. of jobs Applied:- 0
- No. of Relevant Job Alert:- 0

Dashboard Menu:

- Update Information
- Notifications
- Saved Jobs
- Applied Jobs
- Relevant Jobs
- My Resume

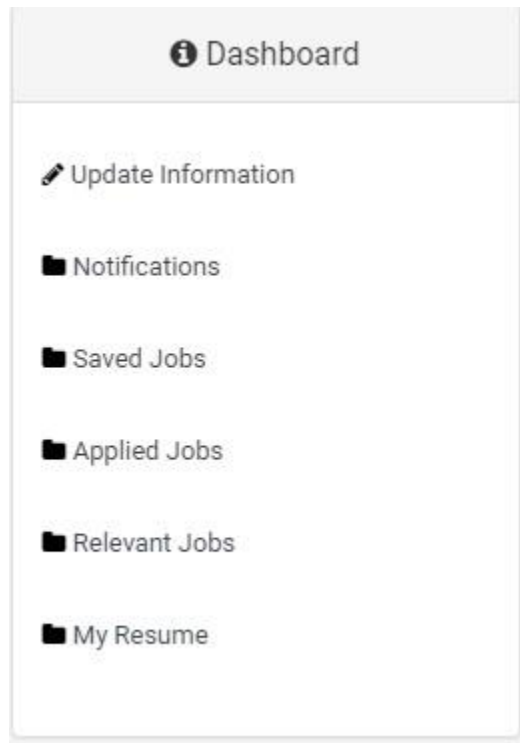
Change Password button.

Active Jobs Table:

Category	Type	Salary	Skills
Managers (4)	Professionals (2)	Technicians and Associate Professionals (3)	Clerical Support Workers (0)
Skilled Agricultural, Forestry and... (0)	Craft and Related Trades... (5)	Plant and Machine Operators... (0)	Services and Sales Workers (0)
News Paper (33)	Others (35)		Elementary Occupations (0)
			Armed Forces Occupations (0)

Footer: Home, About Us, News And Event, Find Resume. Social media links: Share / Save, Facebook, Twitter, LinkedIn.

a. Dashboard Menu



- You can update your information via clicking on update information.

Sign (*) Show Compulsory Input.

UPLOAD PASSPORT SIZE PHOTO*

IMAGE CHANGE

JORSEEKER ID

I-SKR-70CFBE41

ONE

neral Information

STEP TWO

Training & Educational Qualification

STEP THREE

Experiences

STEP FOUR

Review

General Information

Salutation * First Name Middle Name * Last Name

* Gender ☐ Male ☐ Female ☐ Others * Ethnicity * Date of Birth

* Citizenship No * Citizenship provided District * Marital Status

Disability ☐ Yes ☐ No Driving License ☐ Yes ☐ No

Permanent Address

* Region/Province * District * VDC/Metropolitan

* Ward No. Street Name

Current Address

Region/Province District VDC/Metropolitan

Ward No. Street Name

Contact Information

Telephone No * Mobile No Email

Save & Continue

- You can get your notification through notification section
- In saved job, you can see your saved jobs and you can apply for the job before deadline.
- In applied job, you can see the list of jobs you applied.
- In relevant job, you can see job list which are relevant according to your interests and qualification.
- You can get your resume through my resume section. You can print your resume directly from the system.

Change Password

- You can change your password by clicking
- You can search a job through this section:

Occupation	Location	
<input type="text" value="Eg. Manager"/>	<input type="text" value="Eg. Kathmandu"/>	<input type="button" value="Search"/>
		Advanced Search

- By clicking on “Advance Search”, you will get more filtered jobs as per your requirement.

Advance Search (🔥)

District:

Occupation Major

Type of Job

Skill Requirement

Region/Province/Zone:

Per Month Salary:

Organization Type:

Education:

Training Duration

Ethnicity:

Go Search

3. Apply jobs

- You can go through any job posted in portal and can apply.

नयाँ आवश्यकता - विशेष सूची			
कामको दर्जा	रोजगारदाता	किसिम	अन्तिम दिन
Agricultural and Forestry Production Managers 	Nepal Khadhya Bank Limited	Intern	40 Days
Sales and Marketing Managers 	Software for Small Business Organization	Full Time	9 Days
Software Developers 	Software for Small Business Organization	Full Time	5 Days
Direct Marketing Officer 	Naya Prakashan Pvt. Ltd.	News Paper	8 Days

- Click on any jobs and you will redirect to job details page.

Nepal Khadhy Bank Limited

INTRODUCTION In an economy driven by appetite for success, Nepal Khadhy Bank Limited is "Ration for All" by defining new levels of services and products. As a bank founded by reputed entrepreneurs, we understand the needs of a growing economy



www.nepalkhadhyabank.com.np



Telephone No:- 9801143548



Go to our
website »

Agricultural and Forestry Production Managers

Intern NKBL-001-EDR as per company rule 200 Day

Experience:-

- Technical: < 1 Year
- Non-Technical: < 1 Year

Detailed Job Description / Requirements:-

The following works has to follow by every workers

1. Soil Testing and management
2. Water harvesting and management
3. Seed management
4. Pre/post harvesting management
5. Integrated pest management
6. storage management
7. ?????
8. ?????????????????????????????????
9. ?????????? ??? ?????? ???????
10. ?????? ?????????????????????????

Skills and Qualifications:-

- Professional
- Teaching
- Farming
- Fishing
- Forestry

Main Skill Requirement:-

Qualification:-

- Bachelor's degree

Facilities And Benefits:-

1. Food coupons
- 2.

Priority

District:- Sarlahi

Age Group:-26-35

Ethnicity:-Madhesi

Gender:- Female

Disability:- No

License:- No

Apply This Job

- Click "Apply this job"
- If you are not logged in below window ask you to log in.

Agricultural and Forestry Production Managers: Apply

Jobseekers! If you already have an account with DLO, then please **Sign in** and apply online. If you do not have and would like to send your resume directly to the employer, please use this form. Browse your computer to find your resume file to send to the employer while your account will be register as well.

* First Name	* Last Name	* Email
<input type="text" value="Your First Name"/>	<input type="text" value="Your Last Name"/>	<input type="text" value="Your Email"/>
* Phone	* Upload CV:*	
<input type="text" value="Your Phone"/>	<input type="button" value="Choose File"/> No file chosen	

Cover Letter / Application

Apply

- If you are registered user, go to “Sign in” button and apply .
- If you are not registered users, fill up the form as shown in above and repeat the process as describe in section 1 (Users Registration).