## How to apply?

In order to prepare an application, you must first register on <a href="www.inspira.un.org">www.inspira.un.org</a>. After you have registered you will be welcomed to your Careers Home page, which is where you fill out and manage your profile, application form and all information relating to your application(s).

After completing the profile area, you can create one or several job applications by clinging on "Add job to application". Please note that depending on the job you are applying to you may get a set of questions, which are yes/no, true/false or multiple choice questions. Note that your responses will be used in the evaluation and assessment of your candidature.

If you have submitted your application successfully, you will receive an automated acknowledgment by email and also note that once an application has been submitted it can't be changed for that specific job opening.

Please note that the United Nations does not charge a fee at any stage of the recruitment process.

Further information on the application process will be found at the following link <a href="https://www.careers.un.org">www.careers.un.org</a> and under "How do I apply".