

Salaam Job Section


A. APPLICANT/JOB SEEKER PROCESS

Step 1

Register as an Applicant

Register Now
.....
the fields with an asterisk (*) indicate that you must type
in a value for that box

username*::	<input type="text" value="machli"/>
password*::	<input type="password"/>
confirm password*::	<input type="password"/>
firstname*::	<input type="text" value="machli"/>
surname*::	<input type="text" value="wala"/>
name to be used::	<input type="text" value="machli"/>
email address*::	<input type="text" value="j.machli@googlema"/>

Submit 

Hint box

.....

This 'username' is visible to employers and therefore you may wish to choose a username that is not your surname.

Step 2

Salaam Jobs Registration

j.machli@googlemail.com You have registered successfully. Please choose one of the following:

[search vacancy](#)

Click here to search for vacancies

[submit/edit cv](#)

Click here to create your online CV and to specify the type of job you are looking for

[edit details](#)

Click here to edit your registration details

[logout](#)

Use this button when you have finished using the jobs section

Hint box

.....

The above options can always be found in the left menu under the header "JOB SEEKERS"

Step 3 – Submit/edit CV

Login to Salaam Jobs

Login

enter your username and password in the form below

username:: machli

password::

[Forgot Your Password?](#)

Submit 

Hint box

You need to have previously registered in order to log in. To register click [here](#).

Step 4 – enter applicant detail

Edit CV

1. Personal Details*

Use the box below to enter/edit your personal details (e.g. name, address, email, dob etc). You can copy and paste it from a Word document. Your personal details will not be visible to employers unless you choose to apply for a vacancy.

personal details::

this is personal data

2. Other Details*

Use the box below to enter/edit your other details (e.g. education, employment, interests etc). You can copy and paste it from a Word document **but be careful not to include any personal details e.g name and address of yourself or anyone else.**

other details::

this is public data

3. Submit Basic Details

the fields with an asterisk (*) indicate that you must type in a value for that box, the rest are optional

position*:: analyst

type*:: Full Time

salary:: 0

availability:: None Specified

city:: None Specified

country::

4. Select Sector(s)

- :: Accountancy
- :: Actuarial
- :: Aviation
- :: Building Design & Construction
- :: Charity
- :: Computing & IT

Step 5 – Salaam back office makes applicant record live

16808	<input checked="" type="checkbox"/>	machli	hidden	analyst	Full Time	None Specified	Kingdom None Specified	0	None Specified
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Step 5 – Prospective employer searches live applicants

Applicants looking for jobs

Search Results

position	type	sector	city	country
analyst	Full Time		None Specified	None Specified
any	Part Time		None Specified	United Kingdom


Step 6 – Prospective employer clicks and sees applicant details – ‘Other’ data only

Seeker CV

Job Seekers Anonymous CV

Below is the anonymous CV of the job seeker. If you wish to gain further details you can email the seeker by clicking on the 'contact' button

this is public data

Contact 

Step 7 – Employer contacts applicant

Email Job Seeker

Send an email to the job seeker
.....

contact name*::

organisation name::

contact tel no::

contact e-mail*::

subject: Interest in your CV

Dear Applicant,

This e-mail has been generated by the Salaam website at the request of a prospective employer.

If you wish to follow-up this interest then please contact the organisation using the information displayed above.

If you do not wish to follow-up this interest then please reply to this e-mail with the message 'NO'.

Thank you.

Step 8 – Applicant receives email

Interest in your CV Inbox | X

☆ **sherif** to me [show details](#) 1:05 PM (0 minutes ago) Reply

Employer details
Contact name: sherif
Organisation name: Webstar
Contact tel no:
Contact e-mail: ██████@webstar.co.uk

Dear Applicant,

This e-mail has been generated by the Salaam website at the request of a prospective employer.

If you wish to follow-up this interest then please contact the organisation using the information displayed above.

If you do not wish to follow-up this interest then please reply to this e-mail with the message 'NO'.

Thank you.

B. EMPLOYER WITH VACANCY PROCESS

Step 1 – Employer posts vacancy detail

1. Submit Basic Details
.....
the fields with an asterisk (*) indicate that you must type in a value for that box, the rest are optional

position*:: Senior analyst
your reference:: Webstar 01
type*:: Full Time
salary:: £25K
job description*:: Preparation of user requirements
start*:: immediate
requirements::

Step 2 – Employer receives confirmation message from Salaam Jobs

ADD YOUR CV EDIT YOUR CV RESOURCES

Submit Vacancy

You have subscribed to the recruiters mailing list Your vacancy has been added successfully. It will be visible on the site within 24 hours.

Step 3 - Salaam back office makes Vacancy record live

check vacancies and submit to activate them

::id	::select	::position	::post date	::employer	::location	::salary(£)	::start
3232	<input checked="" type="checkbox"/>	Senior analyst	2009-10-14	Webstar	London, HA1 4LB	£25K	immediate

Step 4 – Job seeker searches vacancies

Employers with Vacancies

Search Results
.....

position	postdate	city	salary (£)	start
Female Volunteers needed for Eid festival Leicester exhibition centre	14-10-2009	Leicester	£30 a day expenses	Dates stated
Senior analyst	14-10-2009	London	£25K	immediate
Arabic teacher	12-10-2009	London	£60/day	January 2010

If you are a job seeker? Find the vacancy you want or submit your CV to let employers know of your skills and availability.

By subscribing to Salaam jobs you agree to the following [Terms and Conditions](#).

If you are an employer? Post your vacancies free or browse the details of applicants looking for jobs.

Terms and Conditions

Liability and Undertaking

The Salaam Jobs Web pages may be used only for lawful purposes by individuals seeking employment and career information and employers seeking employees.

The following are prohibited:


1. Posting any incomplete, false or inaccurate biographical information or information which is not your own accurate details (living individual seeking employment on a full-time or part-time basis on his or her own behalf).
2. Posting any franchise, pyramid scheme, "club membership", distributorship or sales representative agency arrangement or other business opportunity which requires an up front or periodic payment, pays commissions only (no significant salary), requires recruitment of other members, sub-distributors or sub-agents.
3. Deleting or revising any material posted by any other person or entity.
4. Using any device, software or routine to interfere or attempt to interfere with the proper working of Salaam Jobs Web pages.
5. Taking any action which imposes an unreasonable or disproportionately large load on Salaam Jobs Web pages.
6. If you have a password allowing access to a non-public area of this section, disclosing to or sharing your password with any third parties or using your password for any unauthorized purpose.
7. From time to time Salaam reserves the right to use your email for employment related advertising material.

www.salaam.co.uk/jobs is only an introduction mechanism for employers to post job vacancies and applicants to post work requirements and CV details and does not guarantee screening or censorship of the listings offered.

Afkar Consulting/Salaam is not involved in the actual transaction between employers and applicants. As a result, the Afkar Consulting/Salaam has no control over the quality, safety or legality of the jobs or resumes posted, the truth or accuracy of the listings, the ability of employers to offer job opportunities to applicants or the ability of applicants to fill job openings. In addition, note that there are risks, including but not limited to the risk of physical harm, of dealing with strangers, foreign nationals, underage persons or people acting under false pretenses. You assume all risks associated with dealing with other users with whom you come in contact through www.salaam.co.uk/jobs. Because user authentication on the Internet is difficult, Afkar Consulting/Salaam cannot and does not confirm that each user is who they claim to be. Because we do not and cannot be involved in user-to-user dealings or control the behavior of participants on www.salaam.co.uk/jobs, in the event that you have a dispute with one or more users, you release the Afkar Consulting/Salaam (and our agents and employees) from claims, demands and damages (actual and consequential, direct and indirect) of every kind and nature, known and unknown, suspected and unsuspected, disclosed and undisclosed, arising out of or in any way connected with such disputes.

Step 5 – Job seeker selects a vacancy of interest

Vacancy Details

Vacancy Details	
position:	Senior analyst
post date:	14-10-2009
reference:	Webstar 01
employer:	Webstar
type:	Full Time
sector:	Computing & IT
city:	London
country:	United Kingdom
start:	immediate
job description:	Preparation of user requirements
salary:	£25K
Apply 	

Step 6 – Prospective employer receives job seeker details – private and other

Apply for a Vacancy

Job Application

Use the box below to compile an application email for the vacancy and then click on the submit button at the bottom to submit your application. The employer or the employer's agent will then contact you directly. Salaam Jobs does not track employers' responses. We wish you success in your application, insha Allah

to:: j. [redacted]@webstar.co.uk

from:: j. [redacted]f@googlemail.com

subject:: Application for Vacancy No. Webstar 01 (Salaam Jobs vacancy no: 3232)

Dear Sir/Madam,

Having seen the advert for your vacancy in Salaam Jobs I would like to apply for this position:

Senior analyst Webstar 01

Please find my CV below. Look forward to hearing from you soon.

machli wala this is personal data

this is personal data

this is public data

Step 7 – job seeker receives confirmation message from Salaam Job

Send Application Email

Your application has been sent through. Salaam Jobs wishes you success.

Step 8 – Employer receives email

Application for Vacancy No. Webstar 01 (Salaam Jobs vacancy no: 3232)

Inbox | X

☆ ● j[REDACTED]@gmail.com to jsh[REDACTED] [show details](#) 1:24 PM (0 minutes ago) [Reply](#)

Dear Sir/Madam,

Having seen the advert for your vacancy in Salaam Jobs I would like to apply for this position:

Senior analyst Webstar 01

Please find my CV below. Look forward to hearing from you soon.

machli wala this is personal data

this is personal data

this is public data