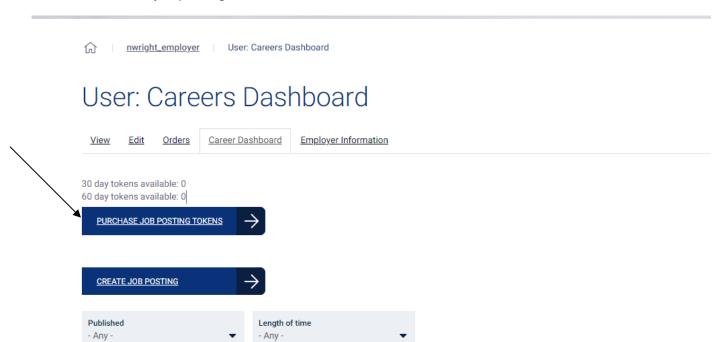


## Board of Canadian Registered Safety Professionals Conseil canadien des professionnels en sécurité agréés

6700 Century Avenue Suite 100, Mississauga, Ontario L5N 6A4
Tel: (905) 567-7198 <u>info@bcrsp.ca</u> <u>www.bcrsp.ca</u>

## **BCRSP Website Career Posting**

- 1. Go to <a href="https://bcrsp.ca/en/career-centre/jobs/advertise-position">https://bcrsp.ca/en/career-centre/jobs/advertise-position</a>
- 2. To post a position, you must first create an account: <a href="https://bcrsp.ca/en/user/register">https://bcrsp.ca/en/user/register</a> or if you already have an account, please login: <a href="https://bcrsp.ca/en/user/register">https://bcrsp.ca/en/user/register</a>
- 3. Once logged in to your account, click on 'Career Dashboard'
- 4. Purchase job posting tokens

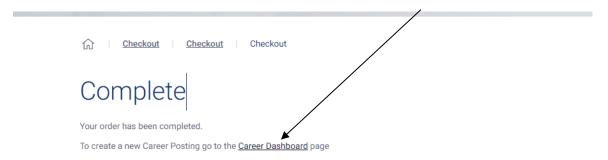




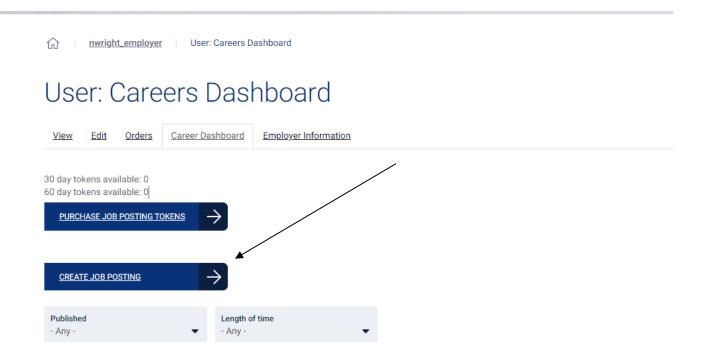
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5. Follow the steps to purchase a job posting. Once you have completed through the payment, you will see the following screen:



6. Click on the Career Dashboard link to return to the posting page, and then click on 'Create Job Posting.'



7. Create the job posting and save.

The BCRSP administration team will review your posting prior to it being published on the website.



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At any time, you can return to the Careers Dashboard to review the status of your job postings.

