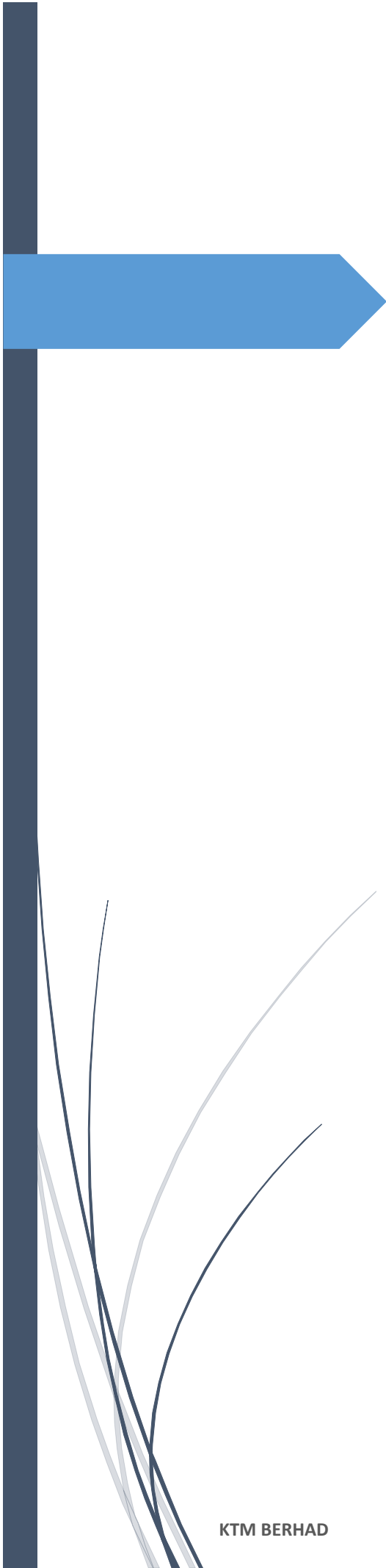
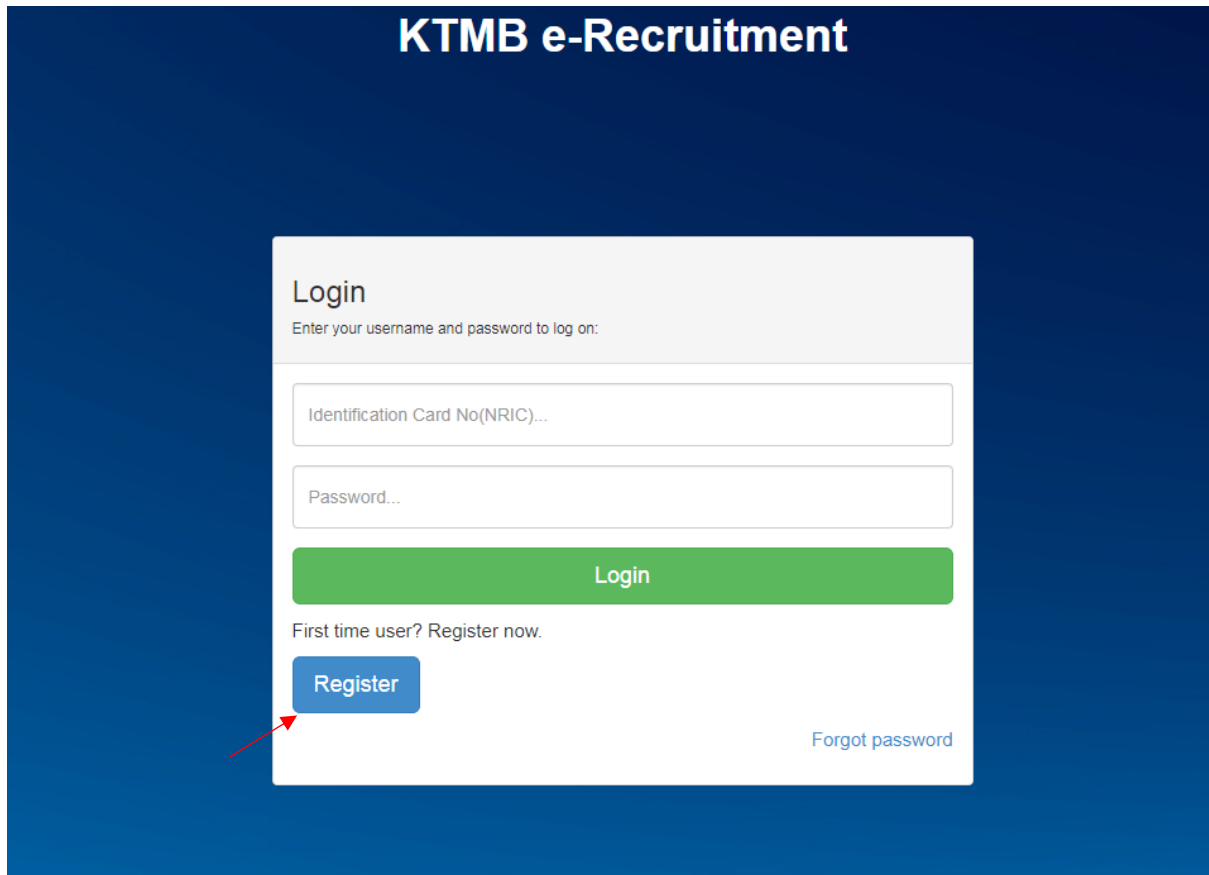




User Manual for KTMB e-Recruitment

REGISTRATION



The image shows a screenshot of the KTMB e-Recruitment login and registration interface. The background is a solid dark blue. At the top center, the text "KTMB e-Recruitment" is displayed in white. Below this, there is a white rectangular box containing the login and registration forms. The box has a light gray header with the word "Login" in bold. Below the header, it says "Enter your username and password to log on:". There are two input fields: the first is labeled "Identification Card No(NRIC)..." and the second is labeled "Password...". Below these fields is a green button with the text "Login". Underneath the green button, it says "First time user? Register now." and there is a blue button with the text "Register". A red arrow points to the "Register" button. In the bottom right corner of the white box, there is a link that says "Forgot password".

KTMB e-Recruitment

Login
Enter your username and password to log on:

Identification Card No(NRIC)...

Password...

Login

First time user? Register now.

Register

[Forgot password](#)

- Click register button.

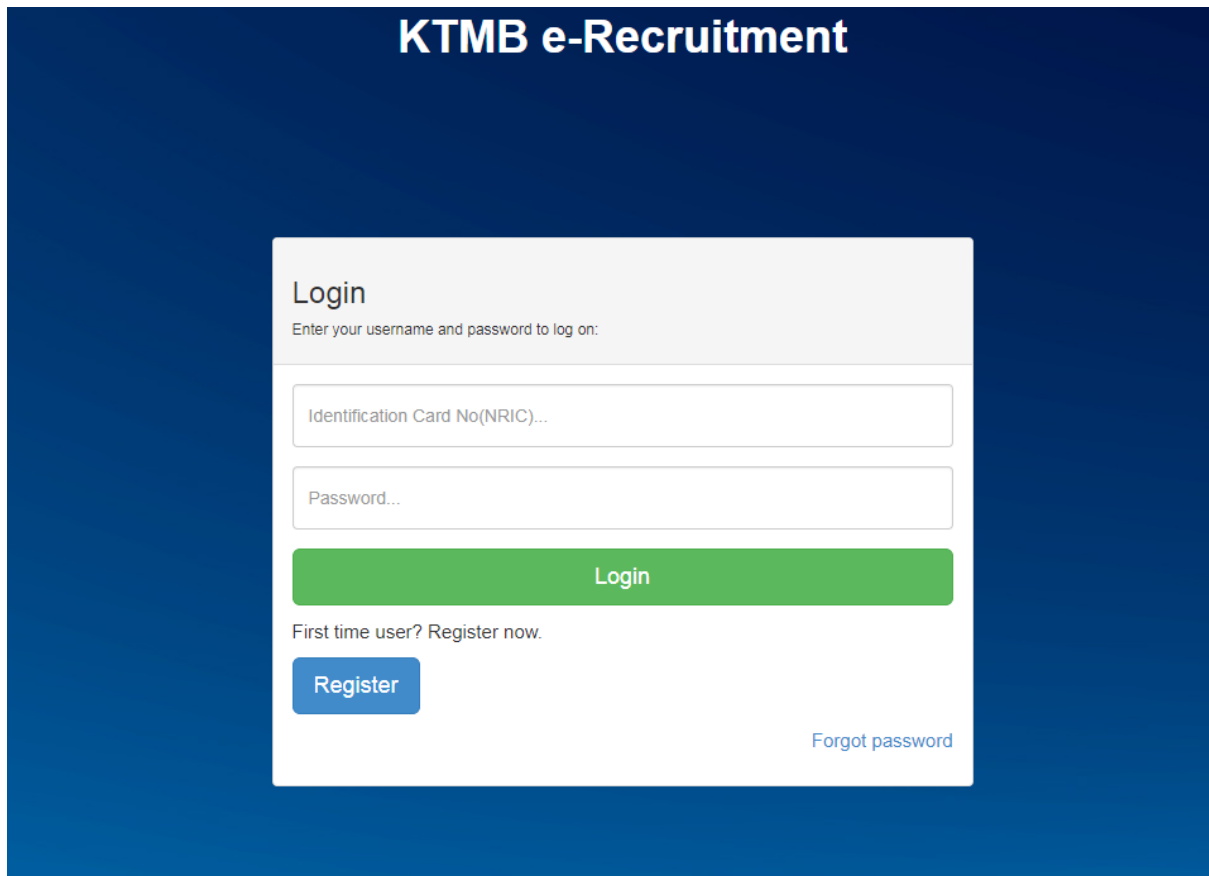
KTMB e-Recruitment

Registration

To register, please fill in all the fields below.

- **Fill in full name, email address, IC number and password**
- **Click register button**

LOGIN



The image shows a login interface for KTMB e-Recruitment. It features a dark blue header with the title 'KTMB e-Recruitment' in white. Below the header is a white login form. The form has a title 'Login' and a subtitle 'Enter your username and password to log on:'. It contains two input fields: 'Identification Card No(NRIC)...' and 'Password...'. A green 'Login' button is positioned below the password field. At the bottom of the form, there is a link 'First time user? Register now.' and a blue 'Register' button. A link 'Forgot password' is located at the bottom right of the form.

KTMB e-Recruitment

Login
Enter your username and password to log on:

Identification Card No(NRIC)...

Password...

Login

First time user? Register now.

Register

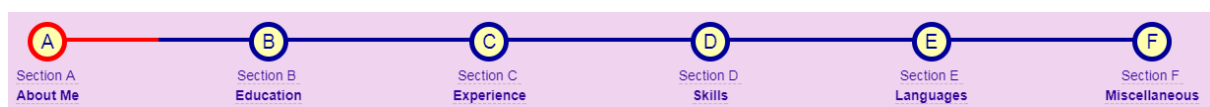
[Forgot password](#)

- Enter the registered IC number and password
- Click Login button

PROFILE

About Me	
Name	AHMAD
Gender	Please Select ▼
Identification Card No	801025000000
Age	Please Select ▼ years
Marital Status	Please Select ▼
Address	
City	
Postal Code	
State	Please Select ▼
Email	
Phone Number (Mobile)	
Phone Number (Fix-Line)	
Height (cm)	
Weight(kg)	
Save	

- Fill in all the required fields
- Click save button
- For any update, change the field information and click update button



- Click the section B link to go to the next section

Secondary Education

Secondary Education	Bahasa Malaysia	Bahasa Inggeris	Matematik
Penilaian Menengah Rendah (PMR) / Sijil Rendah Pelajaran (SRP)	Please Select ▼	Please Select ▼	Please Sele ▼
Sijil Pelajaran Malaysia (SPM)	Please Select ▼	Please Select ▼	Please Sele ▼

Save

- Select the grade for Bahasa Malaysia , Bahasa inggeris and matematik
- Click save button
- For any update, change the grade and click update button

Higher Education

Add Education

Institute / University	Qualification	Field	Course	Grade / CGPA	Year	Action
------------------------	---------------	-------	--------	--------------	------	--------

- Click add education button

Education

Institute / University	
Graduation Year	Please Sele ▼
Qualification	Please Select ▼
Field of Study	Please Select ▼
Course Name	
Grade / CGPA	

Save Back

- Fill in the fields and click save button

Higher Education

[+ Add Education](#)

Institute / University	Qualification	Field	Course	Grade / CGPA	Year	Action
UNIVERSITI TEKNOLOGI MARA	BACHELOR DEGREE	ARCHITECTURE	bachelor of architecture	3.80	1975	Update Delete

- Click update link under action column to make any changes

Update Education

Institute / University	UNIVERSITI TEKNOLOGI MARA
Graduation Year	1975
Qualification	Bachelor Degree
Field of Study	Architecture
Course Name	BACHELOR OF ARCHITECTURE
Grade / CGPA	3.80

[Save](#)
[Back](#)

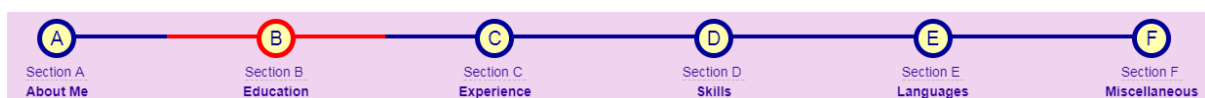
- Change the field information and click save button

Higher Education

[+ Add Education](#)

Institute / University	Qualification	Field	Course	Grade / CGPA	Year	Action
UNIVERSITI TEKNOLOGI MARA	BACHELOR DEGREE	ARCHITECTURE	bachelor of architecture	3.80	1975	Update Delete

- Click delete link under action column to delete the information



- Click section C link to go to the next section

Experience

+

Add Experience

Display

10

▼

records

Search:

Duration	Company	Position	Job Description	Action
No data available in table				
Showing 0 to 0 of 0 entries				

<<

1

>>

- Click add experience button

Experience

Position Title

Company Name

Duration

Please Select

▼

Please Select

▼

To

Please Select

▼

Please Select

▼

Job Description

Save

Back

- Fill in all the fields and click save button

Experience

+

Add Experience

Display

10

▼

records

Search:

Duration	Company	Position	Job Description	Action
Jan 1973 to Mar 1985	OPENSOF	it admin	administration	Update Delete
Showing 1 to 1 of 1 entries				

<<

1

>>

- Click update link under action column to make any changes

Update Experience

Position Title	IT ADMIN	
Company Name	OPENSOFT	
Duration	Jan ▼	1973 ▼
	To Mar ▼	1985 ▼
Job Description	ADMINISTRATION	

[Save](#)
[Back](#)

- **Change the field information and click save button**

Experience

[+ Add Experience](#)

Display records Search:

Duration	Company	Position	Job Description	Action
Jan 1973 to Mar 1985	OPENSOFT	it admin	administration	✓ Update ✗ Delete

Showing 1 to 1 of 1 entries < 1 >

- **Click delete link under action column to delete the information**



- **Click section D link to go to the next section**

Skills

[+ Add Skill](#)

Display 10 records Search:

No	Skill	Action
No data available in table		

Showing 0 to 0 of 0 entries

- **Click add skill button**

Skills

Skills

Action

[Add New](#)

[Save](#) [Back](#)

- **Fill in the field and click save button**

Skills

[+ Add Skill](#)

Display 10 records Search:

No	Skill	Action
1	microsoft word	Update Delete

Showing 1 to 1 of 1 entries

- **Click update link under action column to make any changes**

Update Skills

Skills

[Save](#) [Back](#)

- **Change the field information and click save button**

Skills

[+ Add Skill](#)

Display 10 records Search:

No	Skill	Action
1	microsoft word	Update Delete

Showing 1 to 1 of 1 entries

- **Click delete link under action column to delete the information**



- Click section E link to go to the next section

The 'Languages' page features a purple header with the title 'Languages'. Below the header is a blue button labeled '+ Add Language'. A table is present with columns: Language, Spoken, Written, and Action. The table is currently empty, displaying 'No data available in table' and 'Showing 0 to 0 of 0 entries'. A search bar is located at the top right of the table area.

- Click add language button

The 'Add Language' form is displayed, showing a 'Proficiency Level: 0 - Poor, 10 - Excellent' scale. It includes three dropdown menus for 'Language', 'Spoken', and 'Written', each with 'Please Select' as the default value. At the bottom of the form are 'Save' and 'Back' buttons.

- Fill in the field and click save button

The 'Languages' page now displays one entry in the table. The entry is 'Bahasa Malaysia' with a proficiency level of 9 in both 'Spoken' and 'Written' categories. The 'Action' column for this entry contains links for 'Update' and 'Delete'. The table footer shows 'Showing 1 to 1 of 1 entries'.

- Click update link under action column to make any changes

Update Language

Proficiency Level: 0 - Poor, 10 - Excellent

Language	Bahasa Malaysia ▼
Spoken	9 ▼
Written	9 ▼

[Save](#) [Back](#)

- **Change the field information and click save button**

Languages

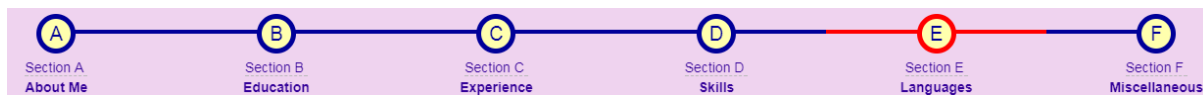
[+ Add Language](#)

Display records Search:

Language	Spoken	Written	Action
Bahasa Malaysia	9	9	Update Delete

Showing 1 to 1 of 1 entries < 1 >

- **Click delete link under action column to delete the information**



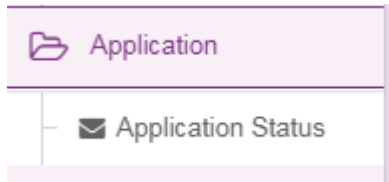
- **Click section F link to go to the next section**

Miscellaneous

Other Information	Other information such as accomplishments, contributions, trainings and etc	
Expected Salary range (MYR)		to
Current Salary (MYR)		

[Update](#)

- **Fill in the field and click update button**



- Go to menu -> application

Job Application

Applied Position 1	PLEASE SELECT ▼
Applied Position 2	PLEASE SELECT ▼
Applied Position 3	PLEASE SELECT ▼
Submit application	

- Select the position preferred to apply
- Click submit application

File upload (PDF file only)		
Document	upload document	Document uploaded
Passport Photo	Upload file	
SPM Certificate	Upload file	
Certificate required for the position applied. Eg:- diploma / bachelor degree / master's degree	Upload file	

- Click upload file to upload document

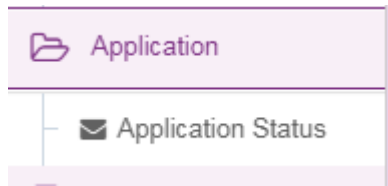
File upload

Document name	Document
passport photo	Choose File No file chosen
Upload file	

- Click choose file to select the document needed
- Click upload file to upload the file

File upload (PDF file only)		
Document	upload document	Document uploaded
Passport Photo	Upload file	pas.pdf
SPM Certificate	Upload file	
Certificate required for the position applied. Eg:- diploma / bachelor degree / master's degree	Upload file	

- Click on  to delete the file
- Click on the file link to view the file



- Go to menu -> application status

Job Application Status				
Display 10 records			Search:	
No	Position	Application Date	Action	Status
1	PENGURUS STESEN KANAN	10-JAN-2018	 Drop	NULL
Showing 1 to 1 of 1 entries				« 1 »

- Screen to view the application status of the position applied
- To cancel the application, click the drop link under the action column.