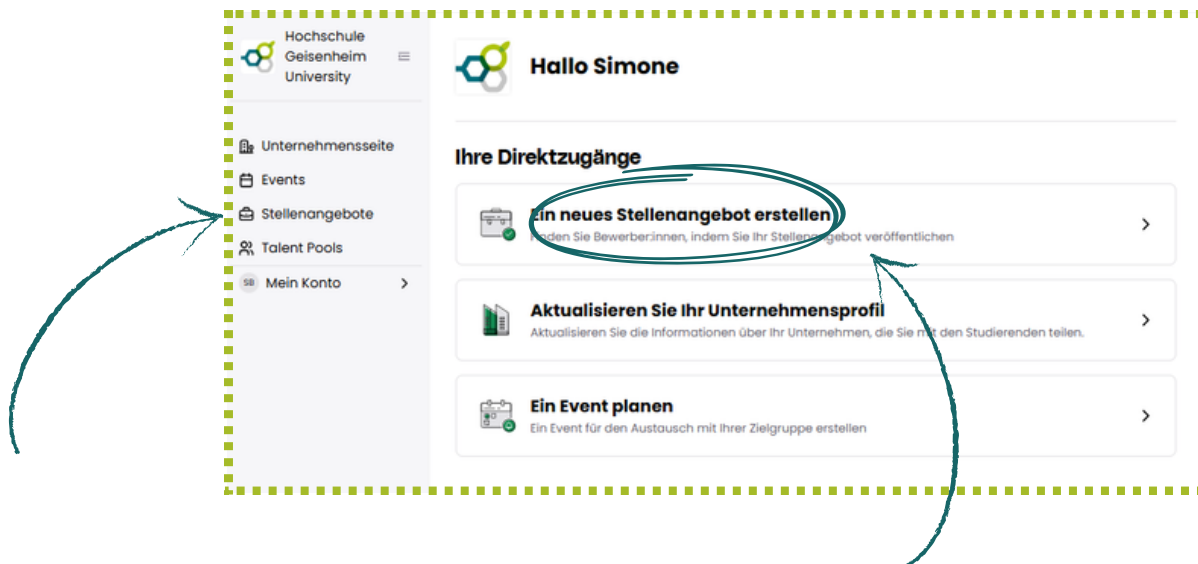


The Geisenheimer Career-Portal

Publishing a Job Advertisement



From your dashboard, you can create a new job advertisement either via the navigation menu on the left or by selecting "Create a New Job Advertisement" on the main page.

The system will guide you intuitively through each step of the process.

Please note: Images and videos are managed in your Company Profile under the Media Gallery. They are automatically displayed together with your job advertisements.

Stellenbeschreibung

Neuheiten in der Beschreibung

- **Die Fotos und Videos von Ihrem Unternehmensprofil werden automatisch zur Stellenanzeige hinzugefügt.**
Sie können Änderungen über den Bereich Mediengalerie auf Ihrem Unternehmensprofil vornehmen.
- **Die Sprache des Stellenangebots wird automatisch erkannt.**

The Geisenheimer Career-Portal

Publishing a Job Advertisement



Once you have completed all sections, you will see a summary of your job advertisement.

Click "Publish" to submit your vacancy.

Before it becomes visible to students and alumni, every job advertisement is reviewed and approved by the Career Service of Hochschule Geisenheim University.



We hope you enjoy using this service.

If you have any questions about the Geisenheim Career Portal, please contact Simone Böhm, Career Service
simone.boehm@hs-gm.de oder career-service@hs-gm.de