



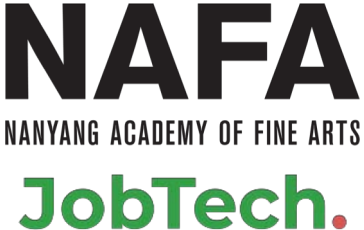
NAFA Career Services Portal - Talented.

[This training guide is confidential and privileged. If this guide has been sent to you in error, please delete it immediately and notify us. Please do not copy, distribute or disseminate part or whole of this guide if you are not the intended recipient or if you have not been authorised to do so. We reserve the right, to the extent and under circumstances permitted by applicable laws, to retain, monitor and intercept the distribution of this guide. Thank you.]

Logging in.

For Students

https://nafa-dev.outsystemsenterprise.com/S3Web/



NAFA NANYANG ACADEMY OF FINE ARTS

SOAMDT

Aaron Ang
X00XX000
Diploma in Arts Management

- My Profile
- My Course
- Outstanding Payment
- NAFA Email
- iLearn
- CCAPS
- IBL
- COVID-19 Travel Form
- ★ Career Services Portal**

For Alumni

https://nafa-dev.outsystemsenterprise.com/Nexus_Alumni/

NAFA NANYANG ACADEMY OF FINE ARTS

Career Services Portal

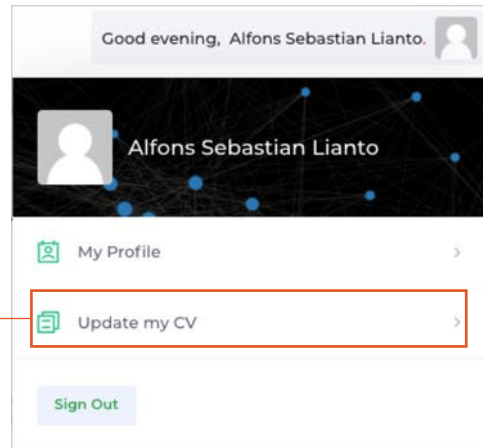
MY PROFILE
Manage your personal information here.

Elizabeth

Personal Information

Account Preference Setting

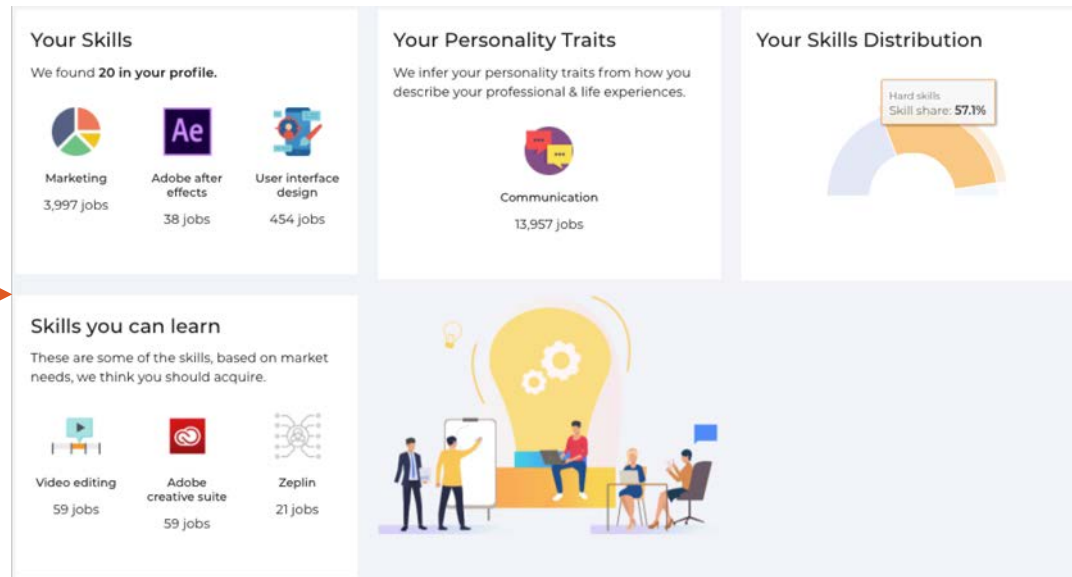
Upload your CV – Benefit from personalisation.



Click on your profile page -> Update my CV -> and upload your resume.

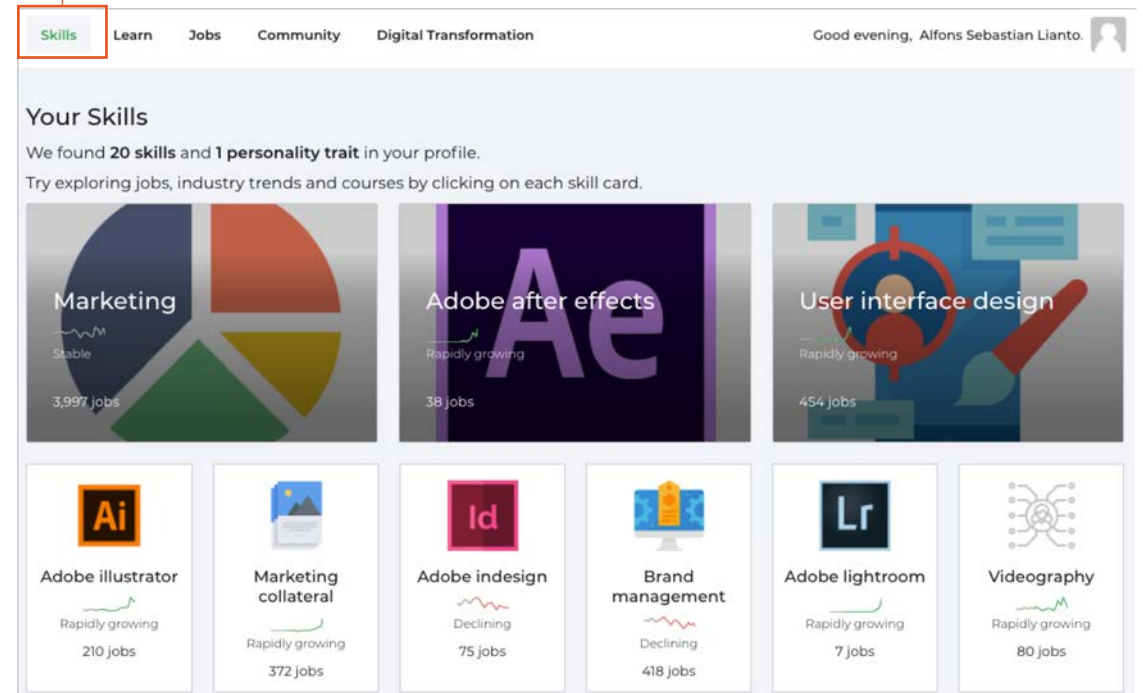
Note that your **resume must be in text file formats (.pdf, .docx, .doc, .html, .txt, .rtf etc)**. Although, you may embed images to the text files, it is advisable to use words when describing your work experiences and skills.

Obtain personalized skills assessment, job recommendations and industry updates.

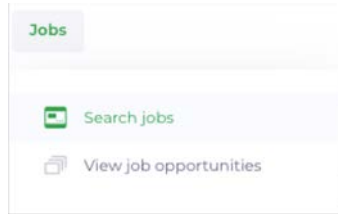


Click on "Skills" to access the skills tab.

The skills tab is where you dive deeper into the information obtained from your CV, including your skills, personality traits, and skills you should learn.



Search for jobs and opportunities



Click on the "Jobs" tab and then on "Search jobs" to arrive at this page.

Search for jobs by skills, titles, description or companies.

Results from search query. Search results may be further filtered from the selection above.

A screenshot of the job search results page. At the top, there are navigation tabs: Skills, Learn, Jobs (highlighted), Community, and Digital Transformation. Below the navigation is a search bar with the text 'designer' and a 'Find Now' button. A filter bar shows various skills and attributes like 'creative thinking', 'adobe photoshop', 'communication', etc. The main content area displays a list of job results. The first job is 'Graphic Designer' by Confidential, posted on 12 Jun 2020. The second is 'Instructional Designer' by KIDSCODE. The third is 'Livspace-IKEA designer' by INTERIORTECH PTE. LTD. The fourth is 'Perm Graphic Designer (Educational Industry) @ Clementi' by Success Human Resource Centre Pte Ltd. The fifth is 'INTERIOR DESIGNER' by BONAVENTURE (86) PTE LTD. On the right side, there is a detailed view of the 'Graphic Designer' job, showing a 36.3% match score and a list of skills in green (marketing, adobe photoshop, etc.) and gray (graphic design, etc.). An 'Apply on Indeed' button is visible at the bottom of the job details.

Indicates the **match score to the job**. The score is evaluated based on the **requirements of that job and your profile** and serves to help you quickly evaluate your match. A quick rule of thumb is that jobs above 30% are considered a relevant match.

The **skills the job requires which you have as well are in green** while those you **lack are in gray**.

Click on this button to **apply** for this job. It will bring you to the actual application website.

If it is a sponsored job, it will be tracked under the page Jobs -> View jobs opportunities.

Receive job recommendations

Skills Learn **Jobs** Community Digital Transformation

Good evening, Alfons Sebastian Lianto.

Job opportunities for you (10)

These employers want to hire you because you are a great fit! Respond to these opportunities for a 50% better chance of landing the right job.

Job ID	Job Title	Company	Posted Date	Status
5	Designer	Cross Media Agency	Jun 12, 2020	Applied
6	Graphic Designer	Lighthouse Design	Jun 12, 2020	Applied
7	Graphic Designer	Alice & Kaylene Marketing	Jun 11, 2020	Apply

Jobs

Search jobs

View job opportunities

Click on the “Jobs” tab and then on “View job opportunities” to arrive at this page.

Receive job recommendations based on your skills profile, and those which match your substantive grade (or one grade higher).

Click on “See More” to **expand on the job details and view the full job description.**

JobTech Pte Ltd - Demo

Designer

adobe illustrator adobe indesign adobe photoshop fast-paced graphic design independent industrial design marketing marketing collateral

meticulous organized procurement reliable team player

Job Responsibilities:

- Prepares work to be accomplished by gathering information and materials.
- Plan different concepts by studying information and materials, Photoshop.
- Illustrates concept by designing rough layout of art and copy regarding arrangement, size, type and style, and related aesthetic concepts using photoshop. · Obtains approval of concept by submitting rough layout for approval.
- Prepares finished copy and art by operating typesetting, printing, and similar equipment; and purchasing from vendors.
- Prepares final layout by marking and pasting up finished copy and art.
- Completes projects by coordinating with outside agencies, art services, printers, etc.

Click on “Apply” to **apply for the job.** A window will prompt for your confirmation and your **cover letter** you can submit for this job application.

Support.

For queries, please submit them here

- ecg@nafa.edu.sg