User Manual: Candidate

(Annexure I)

Version 3.0

Updated: September 2021

Created by: NSE Academy Ltd

Contents

1. Abbreviation and Acronyms 4
2. Reference 4
3. Introduction 5
   3.1. Key Features of NSE Academy FinTalent 5
   3.2. System Requirements 5
4. NSE Academy FinTalent Portal for Candidates 5
   4.1. Login Page: 6
   4.2. Post login Page: 6
   4.3. Edit Resume Profile 7
   4.4. Upload Resume in pdf format 8
5. Contact and Support for NSE Academy FinTalent. 8

Release Notice

Name of Document	User Manual for NSE Academy FinTalent
Document No	
Version No	3.0
Release date	September 2021

Copyrights

Copyright © 2017 by NSE Academy Ltd National Stock Exchange of India Ltd. (NSE) Exchange Plaza, Bandra Kurla Complex, Bandra (East), Mumbai 400 051 INDIA

All rights reserved. All content included in this book, such as text, graphics, logos, images, data compilation etc. are the property of NSE Academy Ltd. This document or any part thereof should not be copied, reproduced, duplicated, sold, resold or exploited for any commercial purposes. Furthermore, the document in its entirety or any part cannot be stored in a retrieval system or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, without the explicit permission of NSE Academy Ltd.

1. Abbreviation and Acronyms

Abbreviations and Acronyms	Full Form
NCFM	NSE Academy's Certification in Financial Market
Site	NSE Academy FinTalent portal
URL	Uniform Resource Locator
OS	Operating System

2. Reference

Name of the reference document	Details/ attachment

3. Introduction

NSE Academy has introduced NSE Academy FinTalent, a quintessential platform for NCFM Certified Financial Professionals, as the next logical step in recognizing and achieving their potential.

NSE Academy FinTalent shall be the platform of exchange by providing the right medium of interaction between the Candidate and Corporates.

NSE Academy FinTalent portal would assist in addressing the latency that exists in the demand supply of essential quality and qualified resources, so very much required by the Financial Services industry.

3.1. Key Features of NSE Academy FinTalent for Candidates:

- One stop arrangement for NCFM Certified Candidates
- Get Certification validated online by NCFM
- Upload Resume
- Get recruited
- Cost free service

3.2. System Requirements:

- Internet Explorer (IE) : IE8 and above
- Operating System: Windows 7 and above

4. NSE Academy FinTalent Portal for Candidates

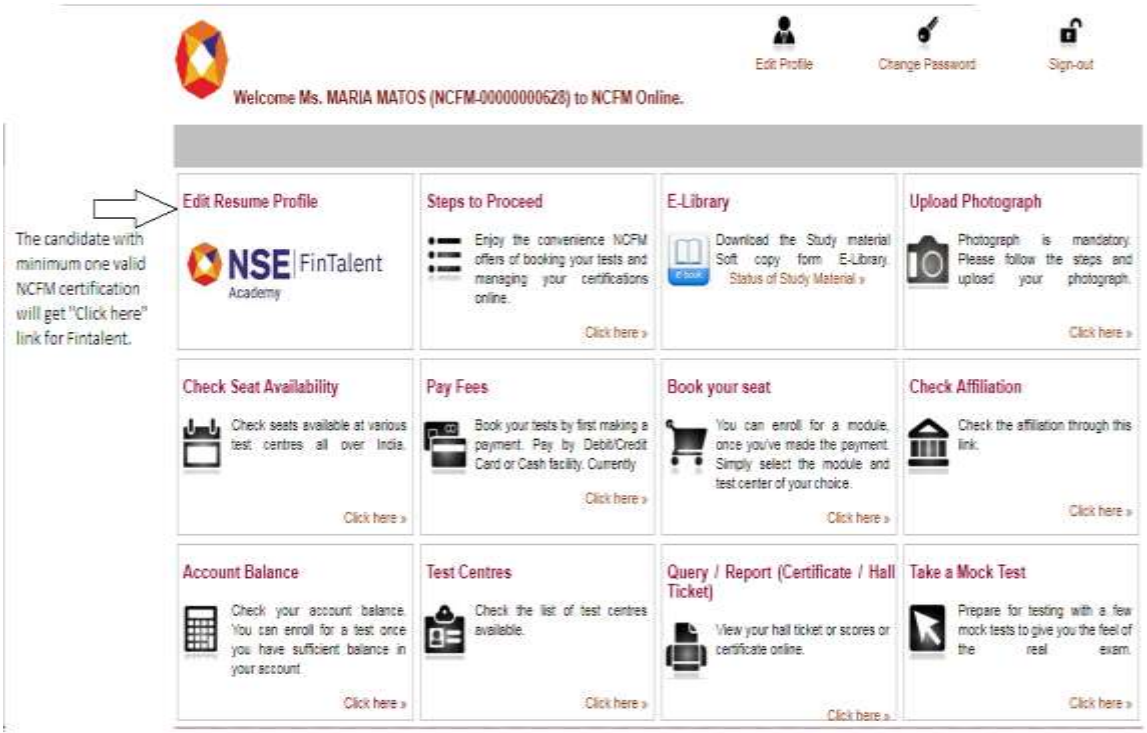
Candidates who are certified with NCFM can directly login into the NCFM portal and upload their resume through the link on www.nseindia.com website under Education > Online Registration or by directly typing the URL in your browser : https://www.enit.co.in/ORE/OREloginPage.jsp

4.1. Login Page:

Candidate can login using their NCFM User ID and Password:

4.2. Post login Page:

After logging in the eligible candidate would automatically get a link to edit resume profile.



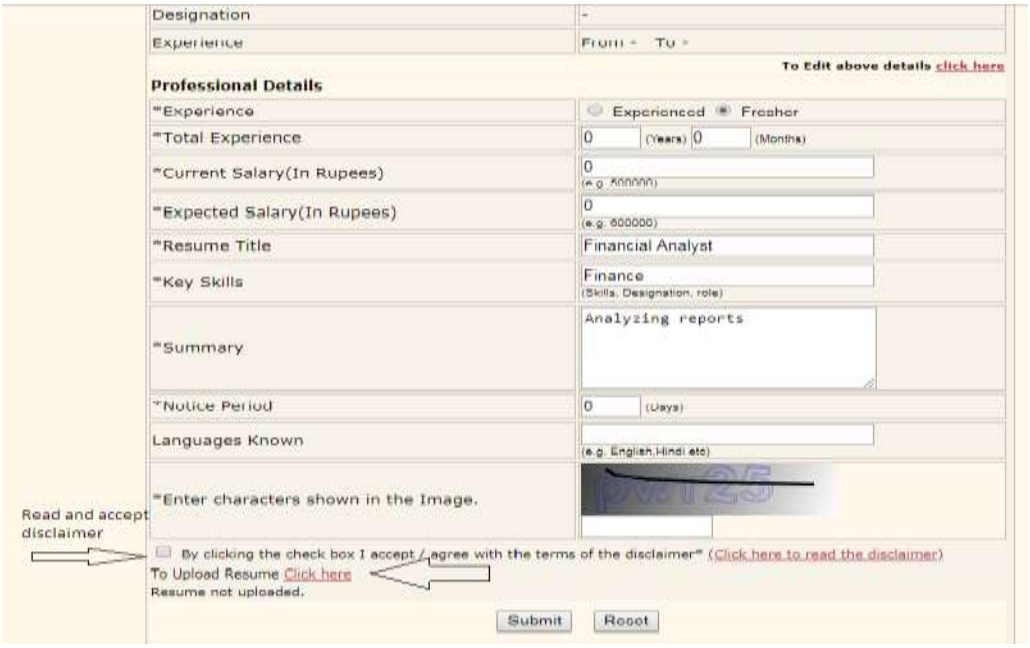
- Valid NCFM Candidates will get a link to Click on Edit Resume Profile

4.3. Edit Resume Profile

On Click of Edit Resume profile link, opens the resume profile page. The candidate can edit his/her resume profile

RESUME PROFILE PAGE 1

RESUME PROFILE PAGE 2

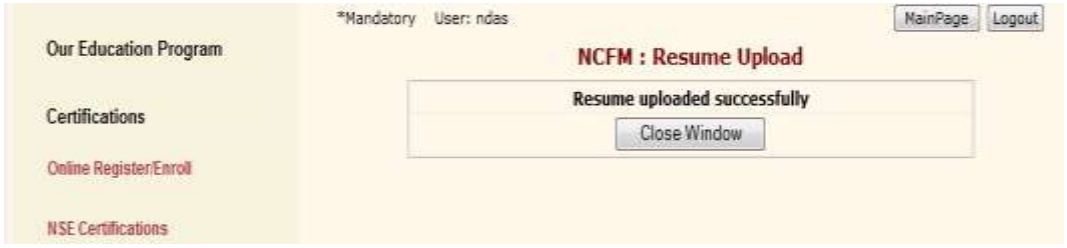


a) Read and click check box for acceptance to disclaimer.
b) Click to Upload resume
c) View the uploaded resume.

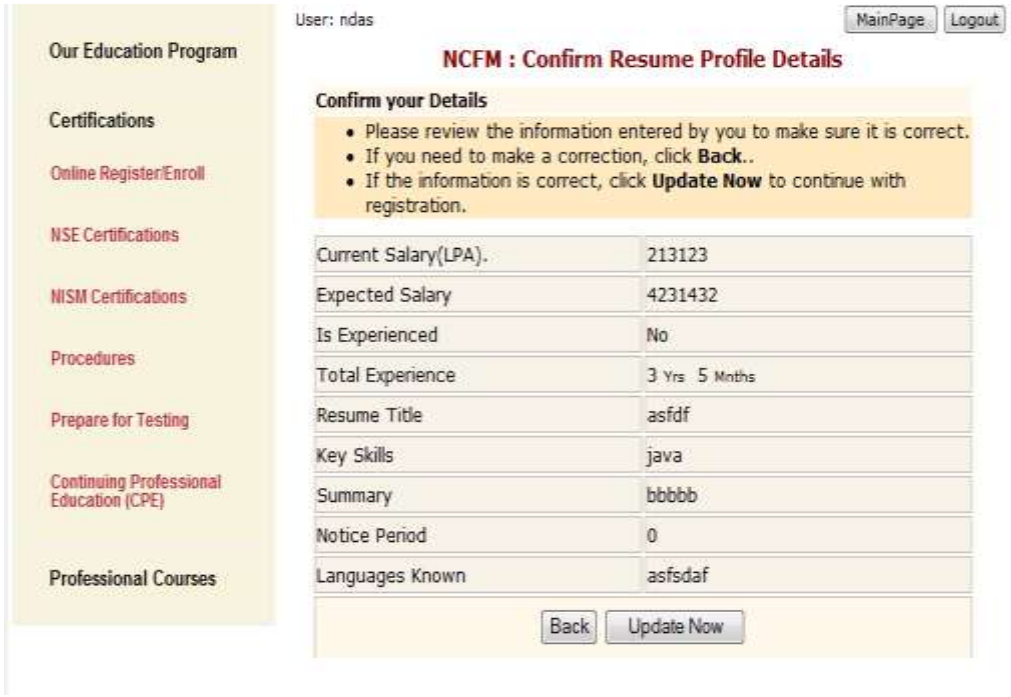
4.4. Upload Resume in pdf format

Candidate can Upload resume in PDF format:

On successful upload of resume the following screen is displayed

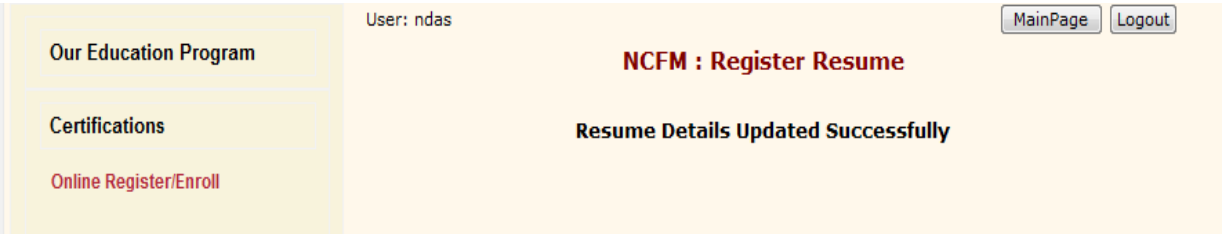


On submit of resume profile, a confirmation screen is displayed as below



Click update now for confirmation.

On confirmation the data is submitted in database



5. Contact and Support for NSE Academy FinTalent.

NCFM Helpdesk

Toll Free No: 02268646464
Email id : fintalent@nse.co.in