User Manual: Corporates

(Annexure II)



Version 2.0

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Release Notice

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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 A c a d e m y 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 Corporate:

- One stop arrangement
- Scan for talent for specific roles
- Relevant candidates only
- Recruit Industry ready candidates
- Cost free services

3.2. System Requirements:

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

4. NSE Academy FinTalent Portal for Corporates

4.1. System Requirements

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

4.2. Eligibility

- Corporates should be a registered company.
- Corporates that are already registered with NCFM will get the link to search candidates on login.
- New Corporates will have to register offline the registration process is mentioned in 4.3 Offline registrations.

4.3. Offline Registration

Format of Email:

New corporates who want to register can send their details offline with a scan copy of PAN Card or email us at nseacademy@nse.co.in with the following details.

Subject line should be: Corporate Registration for FinCareer Portal Name of the Corporate: PAN Number: Managing Director/CEO/Chairman: Name of Authorised User: Address – Line 1: Address – Line 2: Address – Line 3: City: Pin Code: Tel. No. (Office): Mobile No.: Fax: Email Id:

The corporate would be informed upon with login id and password upon confirmation of the mail. Upon receipt of login ID and Password candidate can enroll with the login credentials:

4.4. Login Page

The corporates registered with NCFM can login with email ID and Password as below:



4.5. Corporate Post Login Page



Click on Search Candidate

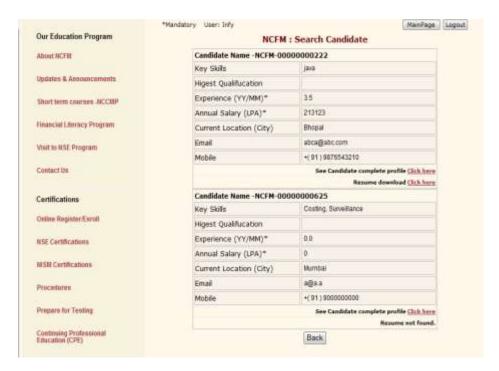
4.6. Search Candidate profiles

Corporate can search candidate with various search options displayed below.

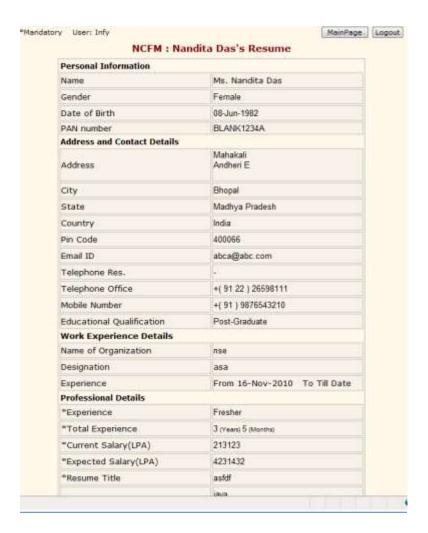


To Search candidate put keywords for various skillset required for the job e.g. Derivatives, finance and accounts, banking.

Search result of the candidate would be as below:



Detailed Resume profile view for corporates



4.7. Contacting the Candidate.

The corporate can contact candidate as per requirement.

5. Contact and Support for NSE Academy FinTalent.

NCFM Helpdesk

Toll Free No: 1800 22 0051

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