Careers and Employability Service System

Internship Fair Registration

https://careers.nottingham.edu.cn

Admissions and Careers Development Office
1. Access our **Careers and Employability Service System**

登录[Ningbo University Employment Service Platform](https://careers.nottingham.edu.cn/), and click ‘Employers’.


Scroll down and click ‘Join Recruitment Fair’.
2. Register the Company Account 登录公司帐号

Complete registration by following the Careers Service User Manual.

• For the existing employers, please use your registered company account to log in.
  a. If you forget Password, please click ‘Forget?’ to retrieve it.
  b. If you forget both Name and Password, please send email to careers@Nottingham.edu.cn for support.

• For the new employer, please refer to the Company Registration Guidance to complete registration first.

已注册的企业可直接登录，若忘记密码，请点击‘Forget?’找回密码；若用户名和密码同时忘记，请发邮件至 careers@Nottingham.edu.cn 咨询。
尚未注册的企业请参照《注册指南》完成注册。
3. Book the Internship Fair 預定招聘会

Click the ‘Book the event’ in the 2019 UNNC Internship Fair row.

We highly recommend that you should use the English name of your company to book the event.
3. Book the Internship Fair

预定招聘会

Complete information required and finish the submission.

It takes **2-3 working days** to approve the information.

Please contact us careers@nottingham.edu.cn if you have any questions.

请填写并提交信息。

审批时间为**2-3 个工作日**。

如有问题，请发邮件至 careers@nottingham.edu.cn
Careers and Employability Service System

Company Registration Guidance

Admissions and Careers Development Office
1. Register the Company Account 登录公司帐号

Click the ‘Register’ to start your application.

点击‘Register’ 进行注册
Complete these steps in sequence; please use the **English name** of your company to register.

按顺序完成注册步骤，请使用贵公司**英文名称**进行注册。
3. Approved Process 等待审核

After completing all process, it will need **2-3 working days** to go through approval. Please contact us careers@nottingham.edu.cn if you have any questions.

完善所有信息后，需要**2-3个工作日**审批注册信息。
如有问题，请发邮件至 careers@nottingham.edu.cn。
Thanks for Reading!

careers@nottingham.edu.cn

+86(0)57488180000 Ext. 8769
+86(0)57488180000 Ext. 9103