FHQ Developments – Online Application

STEP by STEP Guide to filling out your application:

1. Go to [www.fhqdev.com](http://www.fhqdev.com)

2. Click on the Employment Development Tab to find and click on Career Opportunities

3. Click “Login” to access your profile or create a candidate

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We contribute to the long-term economic independence and prosperity of our Limited Partners and our citizens by developing profitable business ventures, economic development opportunities, and advancing employment and livelihood for our Nations and citizens in a manner consistent with the Nehiyaw (Cree), Dakota, Nakota, Lakota, and Anishinaabe (Saulteaux) Nations teachings.

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Welcome! As a first time user of our electronic application system, we ask that you create a candidate profile. In the future, you will be able to login and apply directly to any of our available job postings.

The following is a list of current employment opportunities with FHQ Developments:

- Administrative Assistant
- Director, Business Development

You may respond to a specific career opportunity, listed above, or submit your resume for future consideration into any of the following areas:

Future Consideration
4. Logging in
   - **New users** - click on the First time user
   - **Already a Candidate** - Sign In
   - If you **cannot** remember your **password** – click on forgot password & check your spam or junk mail for your new password
   - If you still **cannot log into your account** click on technical support

5. **Once you have created an account or logged in, you can:**
   
   i) **Enter & Update your personal information** *(you must enter required field in order to move to the next steps)*
ii) Upload & Update your resume, cover letter, licenses & certificates *(you must upload your resume in order to apply for job opportunities)*

iii) Applying for Jobs - you can search & apply for jobs and future considerations
iv) Set up career alerts for jobs

Should you have any other concerns or questions, please contact the Employment & Retention Services team for further assistance.

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