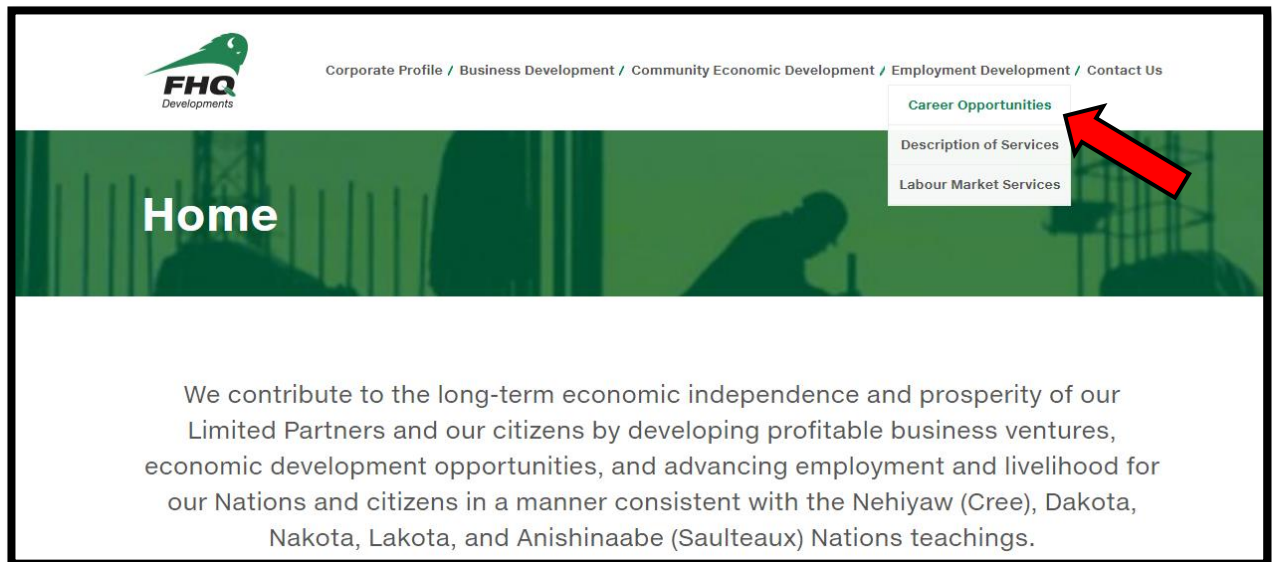




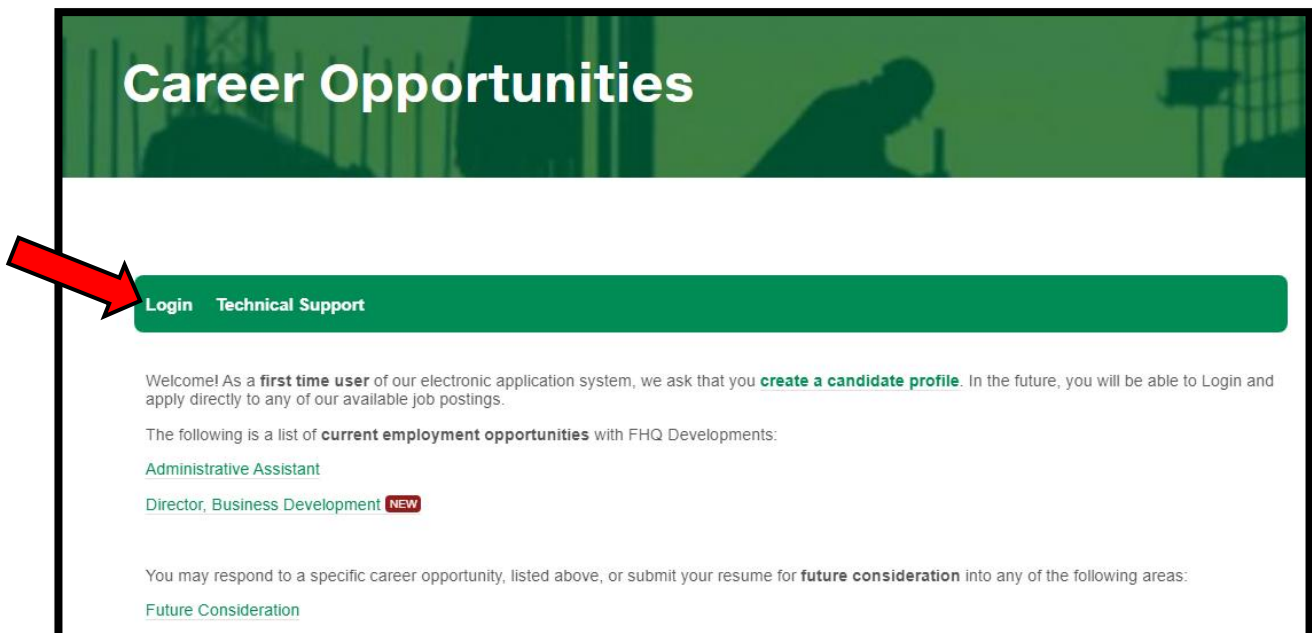
FHQ Developments – Online Application

STEP by STEP Guide to filling out your application:

1. Go to www.fhqdev.com
2. Click on the Employment Development Tab to find and click on Career Opportunities

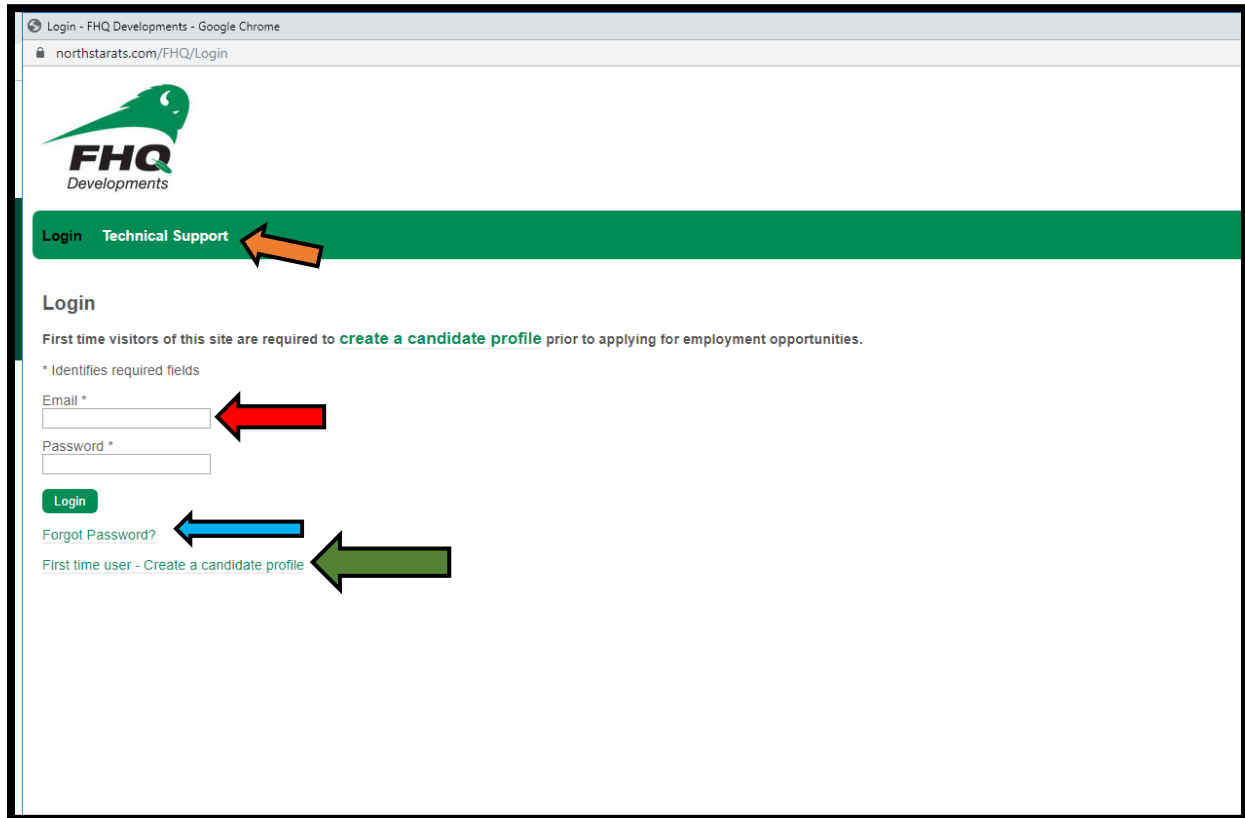


3. Click “Login” to access your profile or create a candidate



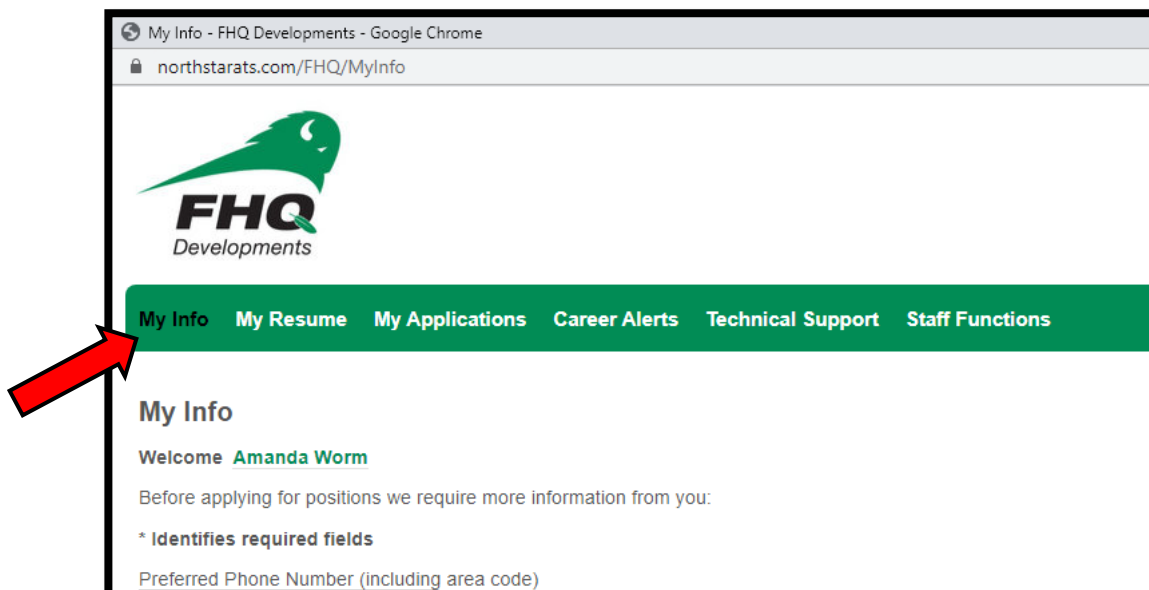
4. Logging in

- **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:

- 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)

My Resume - FHQ Developments - Google Chrome
northstarstats.com/FHQ/MyResume

FHQ
Developments

My Info My Resume My Applications Career Alerts Technical Support Staff Functions

My Resume

Welcome **Amanda Worm**

Before applying for positions a resume is required.

Accepted file formats are PDF, DOC, TXT, RTF / 3MB File Size Limit

[Upload Resume](#) No Resume File? [Click Here](#)

*Please ensure your resume document is closed, prior to uploading the file.

To complete the application process, click MY APPLICATIONS (on the top navigation bar), select the position(s) of interest, and, click 'Submit Applications' button at the bottom of the page.

You may also include a link to a personal profile or online portfolio. (i.e. LinkedIn, etc.)

[Update](#)

[View Available Positions](#)

iii) Applying for Jobs - you can search & apply for jobs and future considerations

FHQ
Developments

My Info My Resume My Applications Career Alerts Technical Support Staff Functions

My Applications

Welcome **Amanda Worm**

Search Available Positions

All available positions are displayed below. To narrow the number of positions displayed, select or enter criteria into one or more of the search fields. Please note, the more criteria entered, the fewer results will be returned and displayed.

Professional Area of Interest:

All
Administration
Construction
Customer Service

Location:

All
Regina, SK

Keyword Search:

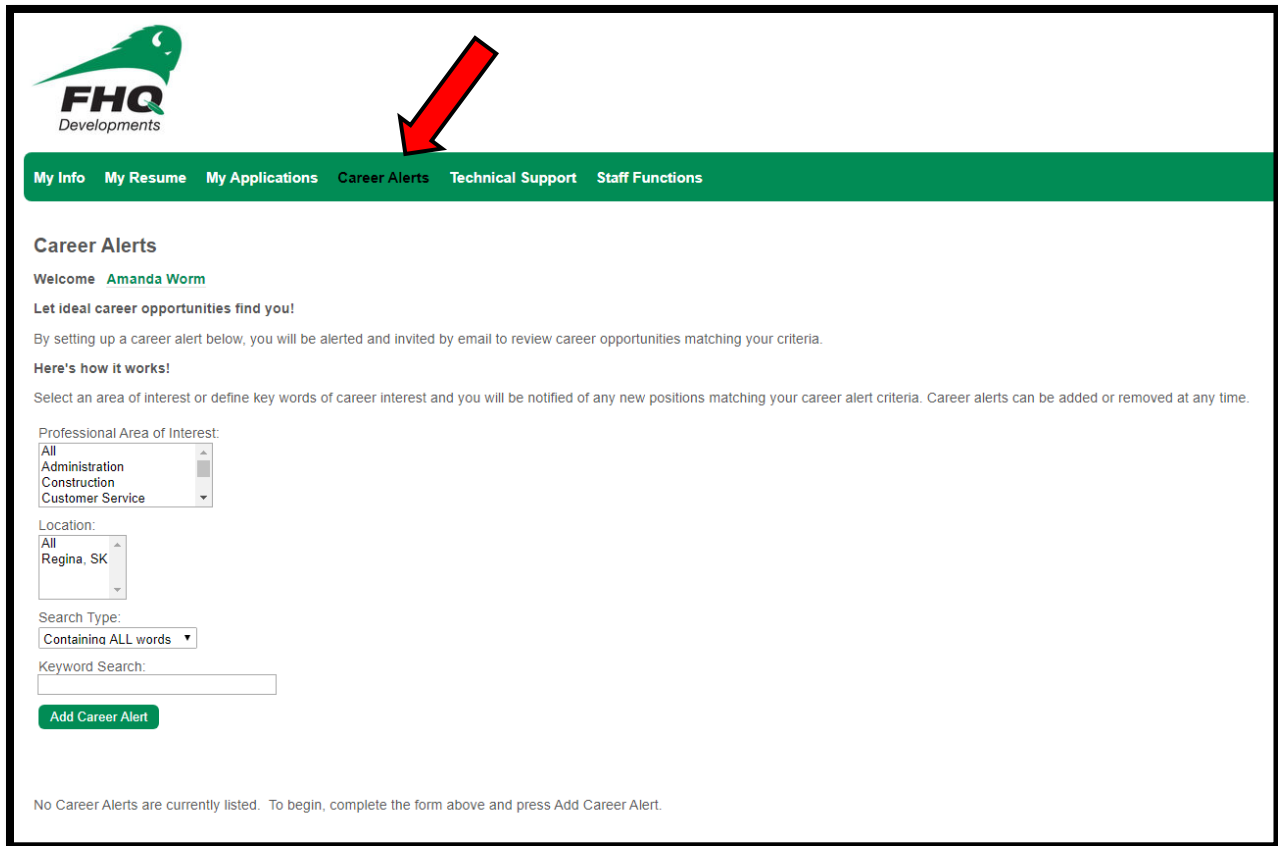
[Search](#) [Clear](#) [Display All Positions](#)

Available Positions

Click on a Position Title to view position details. To apply for position(s) click the Apply check box to add them to your applications requiring submission listed above.

Title	Location	Type	Position Category	Apply
Future Consideration - Heavy Equipment Operator	Regina, SK	Term	Future Consideration	<input type="checkbox"/>
Administrative Assistant		Term	Active	<input type="checkbox"/>
Future Consideration: Reception_Administrative Assistants	Regina, SK	Full Time	Future Consideration	<input type="checkbox"/>
Future Consideration		Term	Future Consideration	<input type="checkbox"/>

iv) Set up career alerts for jobs



FHQ
Developments

My Info My Resume My Applications **Career Alerts** Technical Support Staff Functions

Career Alerts

Welcome **Amanda Worm**

Let ideal career opportunities find you!

By setting up a career alert below, you will be alerted and invited by email to review career opportunities matching your criteria.

Here's how it works!

Select an area of interest or define key words of career interest and you will be notified of any new positions matching your career alert criteria. Career alerts can be added or removed at any time.

Professional Area of Interest:
All
Administration
Construction
Customer Service

Location:
All
Regina, SK

Search Type:
Containing ALL words

Keyword Search:

Add Career Alert

No Career Alerts are currently listed. To begin, complete the form above and press Add Career Alert.

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

Amanda Worm
Human Resource Generalist
306-790-2350
306-570-2409
aworm@fhqdev.com