SAP e-Recruiting External Candidate User Guide

Introduction

❑ As a candidate, you can now 'register' with Biocon Ltd. by visiting our website www.Biocon.com and navigating to **'Careers' tab**.

❑ You can now create your 'Candidate Profile' and 'release' the same for the Talent Acquisition team to view .

❑ You can search for 'Employment Opportunities' and 'Apply' to a Job OR

❑ You can request the Talent Acquisition Team for the 'Job Reference Code' & Search for the Job and Apply the same.

❑ Should you at anytime face any technical difficulties with the application, please write to saikiran.kalluri@biocon.com or call on 080-2808-2325.

We wish you all the very best in your Career Search!

Please follow the below procedure

1. Register with us on the Corporate Website's Career Section.

2. You will receive a 'link' in the e-mail account you specify.

3. Click on the 'link' or 'paste it into a browser' to confirm and open your Profile Creation screen.

4. Create your 'Candidate Profile' and Release it(very important).

5. Search for suitable employment opportunities.

6. Complete your application in fully.

7. Apply to suitable Jobs Or secure the 'Job Reference Code', apply using job reference code.

STEP 1: Navigate to Careers Section

ALERT! You could encounter this screen

STEP 2: Click on ' Job Opportunities

STEP 4: Click on 'Register'

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https://bioess.biocon.com/sap/bc/webdynpro/sap/hrrcf_a_candidate_registration?sap-client=300 | Candidate Registration

File   Edit   View   Favorites   Tools   Help

RISE - E-room   Suggested Sites ▾   BIOSPACE   PORTAL - QA - 200   PORTAL - DEV - 120   Web Slice Gallery ▾   Page ▾   Safety ▾

Registration

Do you want to find out more about your career options in our company?

We are always looking for talented and motivated new employees who can contribute to the success of our company. Take a look at our career pages.
You can find important information about our company and current employment opportunities. If you are interested in a job, you can apply directly for it online. If you cannot find a suitable job but would still like to work in our company, you can register your details with us
We will contact you as soon as an employment opportunity arises that may interest you.

Name

First Name:

Second Name:

Last Name: *   Frank

User Data

User Name: *   FRANK1

Password: *   •••••••••

Repeat Password: *   •••••••••

E-Mail: *   frank123@gmail.com

⚠ Make sure that the specified e-mail address is correct. This is necessary as we will contact you via the specified e-mail address.

Repeat E-Mail: *   frank123@gmail.com

Data Privacy Statement

Confirm that you accept our data privacy statement

⚠ The information is displayed in a new window. If the display of additional windows is currently suppressed by a pop-up blocker, you must first deactivate this setting.

Data Privacy Statement

We endeavour to ensure that the data you submit to us remains confidential and is used only for the purposes stated in the data privacy statement.

☑ Yes, I have read the data privacy statement and I accept it

Register

ALERT! You will receive an e-mail with a 'Link'

Biocon

Confirm E-Mail Address (002).PDF - Adobe Reader

File   Edit   View   Window   Help

1 / 1   140%   Tools   Sign   Comm

Dear

Thank you for registering your details on the career pages of our enterprise. Your user name is

To confirm your e-mail address and thus complete the registration process, click the following link:

http://riseeccms.biocon.com:8001/sap/bc/erecruiting/verificati on?param=Y2FuZGlkYXRlX2hyb2JqZWN0PTAxTkE1MDE0MDQyOSZjb3JyX2Fjd F9ndWlkPUU2RTJD0zU5OiYwMiFFRTY5RiqxOEEyQjE4RUI0NUVD&sap-client =300&sap-langua

http://riseeccms.biocon.com:8001/sap/bc/erecruiting/verific ation?param=Y2FuZGIkYXRlX2hyb2JqZWN0PTAxTkE1MDE0 MDQyOSZjb3JyX2FjdF9ndWlkPUU2RTJDQzU5QjYwMjjFFRTY5 RjgxOEEyQjE4RUI0NUVD&sap-client=300&sap-language=E N

In this way, you obtain access to your personal career pages, where you can edit your profile and explore your career prospects within our company.

Note that the link to confirm your e-mail address is valid only **for the next 14 days.**

STEP 7: Create your Candidate Profile Completely and then, Release it!

STEP 9: Select a Job, View it & Apply!

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Prospective Candidate - X | Applicant Cockpit X | Data Overview

← → × | https://bioess.biocon.com/sap/bc/webdynpro/sap/hrrcf_a_pos

Apps | Yahoo | Welcome to HDFC Ba | ICICI Prudential Life Ir | Employe

SCIENTIST

You can apply for the selected job posting or go back to the search results.

[Apply] [Tell a Friend]

Refer a Friend here

Apply here

STEP 8: Click on 'employment opportunities' to view published jobs

ALERT! System prompts you to continue to apply using the created Profile

STEP 9 : Complete Application to Job!

STEP 10: Review your application & send it!

ALERT! When you log back, you may see this message! Complete Job Applications!

Quick Reference!

> CAREERS

Overview
Biocon Values
Succeeding at Biocon
Life at Biocon
Job Opportunities
Prospective Candidate
Recruitment Partner

Home

Prospective Candidate

Do you have it in your DNA to achieve new leaps and bounds of success?

Do you believe that you possess the skills to be a part of Biocon?

Do you have the passion and commitment to make a measurable difference?

Well then what are you waiting for?

Follow these steps to be considered for an opportunity to work at Biocon:

How to Register?
User Manual - Download

③ Search — Check for existing jobs and current openings, and choose the most appropriate for you.

① Register — Create your very own user profile, an online version of your CV/Resume.

② Logon — Access your profile with your user ID & Password along with checking your application status.

First Register. Then, using your 'login credentials', log on to the Portal. Create your Profile and Release the same. Search for Jobs.

Note: You can also apply using the 'Job Ref Code' that a recruiter can share with you. Copy and Paste the same in the text area.
Do not type it!!

Note: Please complete any Questionnaire that is required for the application

THANK YOU