TAMIL NADU PRIVATE JOB PORTAL

FREQUENTLY ASKED QUESTIONS IN ENGLISH

Q1.   How to register in this portal?

Ans: To register as a Candidate:

By clicking the part 'CANDIDATE LOGIN' in the home page, you would be taken to the icon 'Login as Candidate'. If you are an existing registrant, you can login with your user ID and password and enter into the portal or in case you are a new registrant click in the place shown as 'Click here' to create a new account and provide your details requested to register in the portal.

A User Manual describing the process is given as:

Download User Manual

https://www.tnprivatejobs.tn.gov.in/asset/usermanual/Candidateusermanual.pdf

To register as an Employer:

By clicking the part 'EMPLOYER LOGIN' in the home page, you would be taken to the icon 'Login as Employer'. If you are an existing registrant, you can login with your user ID and password and enter into the portal or in case you are a new registrant click in the place shown as 'Click here' to create a new account and provide your details requested to register in the portal.

A User Manual describing the process is given as:

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https://www.tnprivatejobs.tn.gov.in/asset/usermanual/Employerusermanual.pdf

Q2.   Who can all use this Portal?

Ans: This portal has been exclusively designed to connect the job seekers of Tamil Nadu and the Private Sector Employers via online. Hence job seekers and private sector employers are the primary beneficiaries of this Portal.

Q3.   I have forgotten my password. How can I sign into the portal?

Ans: By clicking the icon 'Forgot Password' in the 'Login as Candidate' or 'Login as Employer' page, you can create a new password and log into the Tamil Nadu Private Job Portal by using the new password.

Q4.   Is any certificate required for registering as a candidate in the portal?

Ans: No certificate is required for registering. Providing your Basic details - Bio data, Address, Educational qualification, e-Mail, Mobile Number and Aadhar Number is sufficient to register as a candidate.

Q5.   Can the profile and password be edited by registrant?

Ans: Yes, changes can be done. After login into your account, using the credentials you can enter into "Dashboard" page and click 'Edit profile' to edit the profile and click 'Reset Password' to reset the password.

Q6.   Is it mandatory for a candidate to register in this portal to attend the Job fair?

Ans: No, it is not mandatory for a candidate to register in the portal.

Q7.   What are all the benefits that can be availed by non-registrants in the portal?

Ans: Non registrant person can use the details available such as 'JOBS','JOB FAIRS', 'Latest News' and "Latest Jobs' from the home page.

Q8.   How do I mention the difficulties and doubts faced in the portal and get clarified?

Ans: Any difficulties or doubts encounter by a registrant may be sent to this Department, by way of e-mail addressed to mail id 'tnprivatejobs@gmail.com'.

Q9.   Can this portal be accessed in Mobile by the candidates?

Ans: Yes. The portal can be accessed in Mobile by the candidates. By downloading the app 'The Tamil Nadu Private Job Portal Mobile Application' in the home page, this portal can be accessed in Mobile.

Q10. How to learn about the new jobs uploaded in the portal?

Ans: Based on your career profile, a push notification regarding the new jobs will be sent to your account.