

# **QUICK REFERENCE GUIDE**

**HOW TO SEARCH JOBS AT CHIP MONG CAREER PAGE**

# STEPS

- 1 Type in any job titles that you are interested in
- 2 Select any Chip Mong companies you are interested in
- 3 Select any locations where you would like to work
- 4 Select any job functions you are interested in or match your qualifications
- 5 Select any job levels you prefer to apply
- 6 Then, click on “Search Jobs”
- 7 Click on “▶” to go to next page.

**Note:** If you would like to view all job openings in Chip Mong, please just click on “Search Jobs” on step

The screenshot shows the Chip Mong Group careers page at [www.chipmong.com/careers](http://www.chipmong.com/careers). The page features a search interface with the following elements:

- Search for Openings:** A sidebar with filters for Keywords (Step 1), Business Unit (Step 2), Location (Step 3), Job Function (Step 4), and Seniority Level (Step 5). There are checkboxes for "Exact Match" and radio buttons for "in job title" and "in job title or description".
- Search Results:** A main area displaying "101 Jobs matched your search" (Step 7). It includes pagination (Page 1 of 11), a "Sort by: Date Posted" dropdown, and a list of job openings with "Select Action" buttons.
- Job Listings:**
  - AR-Posting & Checking Officer** (Req ID 1334) - Posted 14/08/2018 - Chip Mong Group - Phnom Penh - Finance/Accounting/Audit - Individual Professionals
  - AR-Posting and Checking Officer** (Req ID 976) - Posted 14/08/2018 - Chip Mong Group - Phnom Penh - Finance/Accounting/Audit - Entry
  - Secretary to Group President** (Req ID 1310) - Posted 14/08/2018 - Chip Mong Group - Phnom Penh
  - MEP Draftman** (Req ID 1349) - Posted 14/08/2018 - Chip Mong Land - Phnom Penh - Engineering - Entry
  - Line Operator** (Req ID 1124) - Posted 14/08/2018 - Chip Mong Industries - Kandal - Others - Entry
  - Line Operator** (Req ID 1105) - Posted 14/08/2018 - Chip Mong Industries - Phnom Penh - Others - Entry
- Buttons:** "Clear", "Search Jobs" (Step 6), and "Save this search".