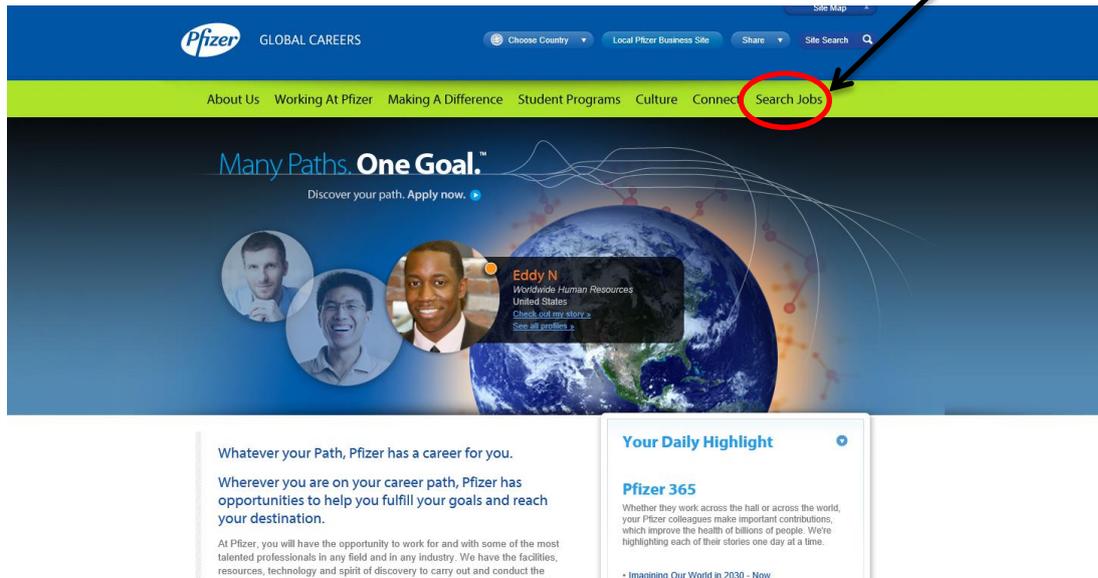
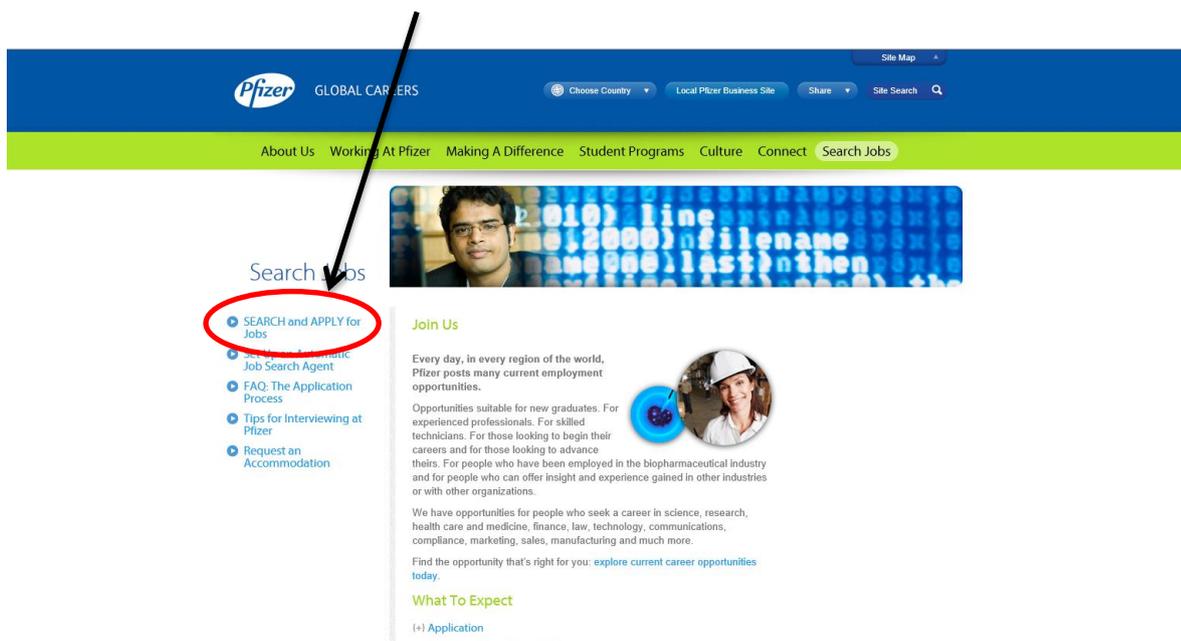


How to COMPLETE and SUBMIT your APPLICATION

Firstly go online to www.pfizercareers.com and click on Search jobs



Then click on the **SEARCH and APPLY for jobs** button





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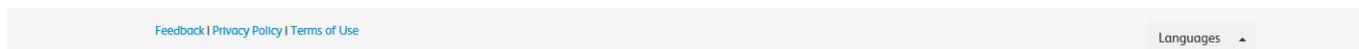
- This screen will appear and you will need to create a profile by clicking on the sign on button



Find Your Perfect Job

North America ▾	United States ▾	Location ▾	Job Function ▾
Advanced Search ▾			Search

To find your perfect job, use the drop down menus above and then press the Search button.



Pfizer Jobs

Expect more from your career

User Name:

Password:

[Login](#)

[Need an Account?](#) | [Forgot My Password?](#) | [Change Password](#) | [Review Consent](#)



- Click on the 'Need an Account?' button to create your Username and Password



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- Create your own Username and Password and click register

Pfizer Jobs

Expect more from your career

User Name:

Password:

Repeat Password:

Your password must be at least 8 characters in length and contain one number and one upper case letter.

[I already have an account](#) | [Review Consent](#)

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- Read the Terms and Conditions and if happy tick the box agreeing to the Terms and Conditions then click continue

your resume, your resume will be afforded due consideration and we look forward to receiving your resume online or through Pfizer in your country.

By checking "I have read and accept the user consent above" checkbox, you expressly agree as follows:

- you have reviewed this [User Consent](#), the [Human Resources Data Protection Policy](#) and the [Privacy Policy](#) carefully and agree to these policy statements;
- you consent to the collection, use, storage and transfer of your Personal Data by Pfizer, Inc., its affiliates and subsidiaries, and that such data may be processed and used for recruiting purposes and to evaluate your online resume submission;
- you agree that this online submission process and the policy statements noted above do not constitute an offer or promise of employment and, unless otherwise noted, do not form part of any contract of employment; and
- you agree to maintain your personal login name and password secret and not permit others to access and use the Pfizer online resume submission service on your behalf.

You further agree that the use of your **login name and password** and by checking "I have read and accept the user consent above" checkbox below, you indicate your consent to utilize electronic signatures and electronic records in the submission of your Personal Data, and you agree to the terms of this User Consent and privacy statements.

This User Consent was last revised on August 6, 2009.

I have read and accept the user consent above.

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- Fill in all your contact information

The screenshot shows the 'Contact Information' section of the Pfizer application form. It includes a navigation bar at the top with the Pfizer logo and links for 'My Profile', 'Applications 0', 'Saved Jobs 0', 'Job Alerts 0', and 'Sign On'. The form is divided into two main sections: 'Name' and 'Address'. The 'Name' section contains a 'Name Format' dropdown menu set to 'English', and three text input fields for '*First Name:', 'Middle Name:', and '*Last Name:'. The 'Address' section contains a '*Country:' dropdown menu set to 'United States', and three text input fields for '*Address 1:', 'Address 2:', and 'Address 3:'.

- Title your Application Form and click on the Upload Resume button to upload your Application Form

The screenshot shows the 'Resume' section of the Pfizer application form. It includes the same navigation bar as the previous screenshot. The 'Resume' section contains a text input field for 'Resume Title' with the value 'Pfizer APPLICATION FORM' and a blue 'Upload Resume' button circled in red. Below the 'Resume' section are two buttons: a blue 'Save' button and a black 'Cancel' button. At the bottom of the page, there is a footer with links for 'Feedback | Privacy Policy | Terms of Use' and a 'Languages' dropdown menu.



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- Click on Browse and select your application form and press the button upload. **DO NOT UPLOAD YOUR CV OR COVER LETTER.** Any CV's or cover letters won't be taken into consideration. You **MUST** complete the Application Form



Upload File

Select a file and upload it.

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- After uploading your Application Form press the save button

The screenshot shows the Pfizer application form interface. At the top, there is a navigation bar with the Pfizer logo, 'My Profile', 'Applications 0', 'Saved Jobs 0', 'Job Alerts 0', and 'Sign On'. Below this is a blue bar with a '+ Add' button. The main content area is divided into sections: 'Email' and 'Resume'. The 'Email' section has a dropdown for 'Email Type' (set to 'Select...'), an 'Email Address' input field, and a checked 'Preferred' checkbox. Below the 'Email' section is another blue bar with a '+ Add' button. The 'Resume' section has a text prompt 'Please enter a resume title before clicking on "Upload Resume"', a 'Resume Title' input field containing 'Pfizer APPLICATION FORM', and an 'Upload Resume' button. At the bottom of the form, there is a blue bar with a 'Save' button (circled in red) and a black bar with a 'Cancel' button. At the very bottom, there is a footer with 'Feedback | Privacy Policy | Terms of Use' and 'Languages'.



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My Profile

Applications 0

Saved Jobs 0

Job Alerts 0

Log Out

Save Confirmation

Thank you for registering with Pfizer jobs and creating your profile. Please return to the job search page to apply for current opportunities.

OK

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Languages ▾

- Click OK and this screen will then pop up and you will need to click on Advanced Search tab

Find Your Perfect Job

North America ▾ United States ▾ Location ▾ Job Function ▾

Advanced Search ▾ Search

Save New

To find your perfect job, use the drop down menus above and then press the Search button.

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- Type in the Job Requisition ID (you will find the Job Requisition ID under the placements available section on the Industrial Trainee website) for the position you want to apply for in the 'Job ID' box and press Search

Find Your Perfect Job

Region Country Location Job Function

Basic Search Search

Job ID: 1013295

Keywords: Enter Keywords

Include Virtual Jobs

A Virtual Job at Pfizer is a position that could be either remote (home-office) OR a position which could be located in any of our office locations across the globe.

Employment Details

Full-Time
 Part-Time
 Regular
 Temporary
 Intern Position

Posted Within

Anytime
 Last Week
 Last Month
 Last 3 Months
 Last Year

Job ID	Posting Title	Opened	Location
<input type="checkbox"/> 1013295	IT Test Role	11/08/2015	United Kingdom-Walton Oaks

- The role will appear at the bottom of the screen
- Click on the Posting Title
- Click on the 'Apply Now' button

Back

IT Test Role

Title:
IT Test Role

Job ID:
1013295

Location:
United Kingdom-Walton Oaks

Last Date to Apply For Job:
29/09/2015

Full-Time

Responsibilities
TEST TEST TEST TEST TEST TEST TEST

Additional Offer Details:
No. Relocation Package Available

Management retains right to change the job specifications and provisions of this job as appropriate.

Email Friends

Apply Now

Save Jobs for Later

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- Click the box to use the Application Form you have uploaded
- Choose an option under how you heard about the job
- Click Apply Now

Apply Now

Confirm your Contact details [Edit](#)

Name: Test Test
Address: Test
Phone: 00000000000
Email: test2682@test.com

* Choose one resume [+ Add](#)

Pfizer APPLICATION FORM

Choose a cover letter [+ Add](#)

Select any additional attachments [+ Add](#)

Enter any additional information

* How did you find out about the job?
Internet

[★ Apply Now](#) [✕ Cancel](#)

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Submit Confirmation

Your Application was submitted Successfully for the following Jobs.

- IT Test Role

[OK](#)

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- You have now submitted your application
- If you would like to apply for a second position please complete the same process again and change the Job Requisition ID