

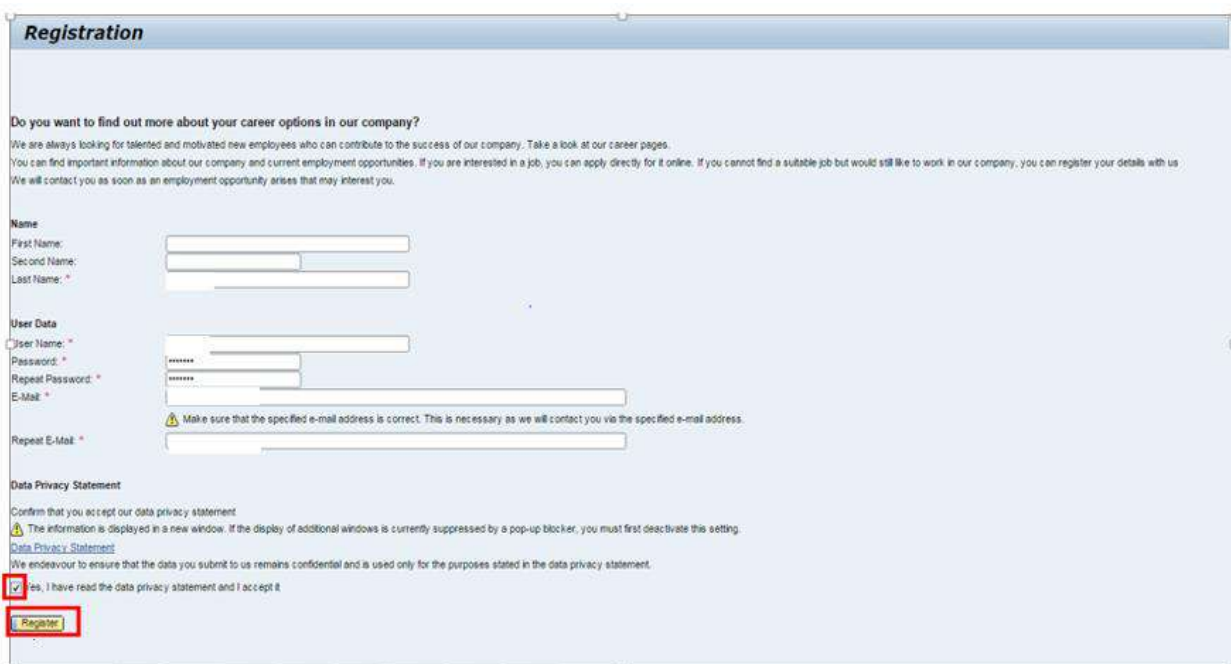
HOW TO APPLY FOR A JOB at KENYA POWER

Access the website <http://www.kplc.co.ke/category/view/34/Career-Opportunities>

Under careers click any one of the links below

- a) Are you registered with us in our careers portal? [Click here](#) to register.
- b) If registered, [click](#) here to log in and apply for the latest opportunities.
- c) NB: For those who had registered earlier, you can now [login](#) to confirm your registration details. -

1. Are you registered with us in our careers portal? [Click here](#) to register.
2. The link will direct you to the below screen. Enter you details and click on **Register**




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: *

User Data
User Name: *
Password: *
Repeat Password: *
E-Mail: *
Repeat E-Mail: *

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




Registration

Thank you for your interest in our company,
You will soon receive an e-mail from us enabling you to confirm your e-mail address and thus complete your registration. In this way, you can access your personal career pages in our company where you can then edit your profile and explore your career opportunities.

3. Once registered, A Verification Email in PDF format is sent to the Email address you used to register .Below is a sample

HOW TO APPLY FOR A JOB at KENYA POWER

Attached  [ConfirmE-MailAddress.PDF \(8 KB\)](#)

From: <no-reply@kplc.co.ke>

Date: Mon, Sep 14, 2015 at 10:09 AM

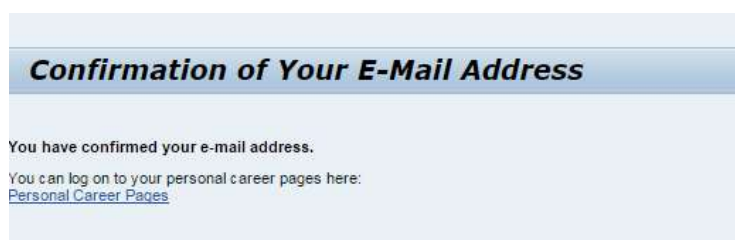
Subject: Confirm E-Mail Address

***Important: Please do not reply to this email. This mailbox is not set up to receive email.

4. Open the PDF and follow the instructions. **NB: the link should be highlighted as displayed below**

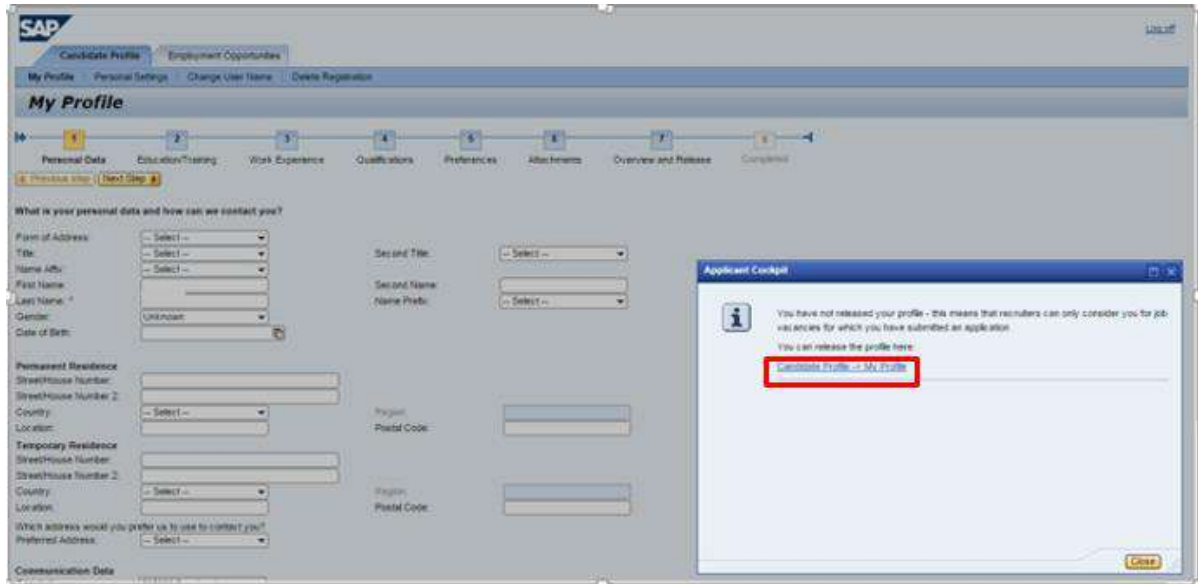


5. Once you click on the link .the below screen is displayed and you can now proceed to Personal career page

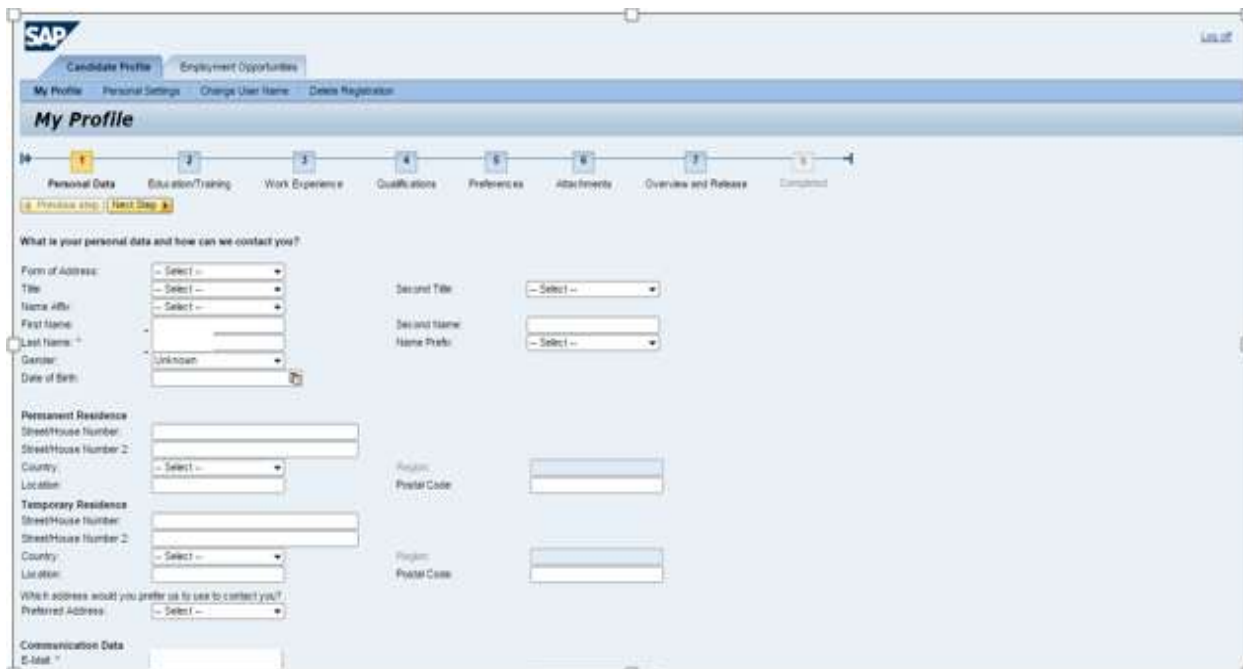


HOW TO APPLY FOR A JOB at KENYA POWER

- Release your profile, update your details and Apply for jobs under **Employment Opportunities** Tab



The screenshot shows the SAP 'My Profile' page. The navigation bar includes 'Candidate Profile' and 'Employment Opportunities'. The 'My Profile' section has a progress bar with steps 1 through 8. Step 1, 'Personal Data', is highlighted. Below the progress bar, there are several form sections: 'Form of Address', 'Permanent Residence', 'Temporary Residence', and 'Communication Data'. An 'Application Cockpit' popup window is open on the right, displaying a message: 'You have not released your profile - this means that recruiters can only consider you for job vacancies for which you have submitted an application. You can release the profile here: [Submit Profile to SAP](#)'. The link is highlighted with a red box.

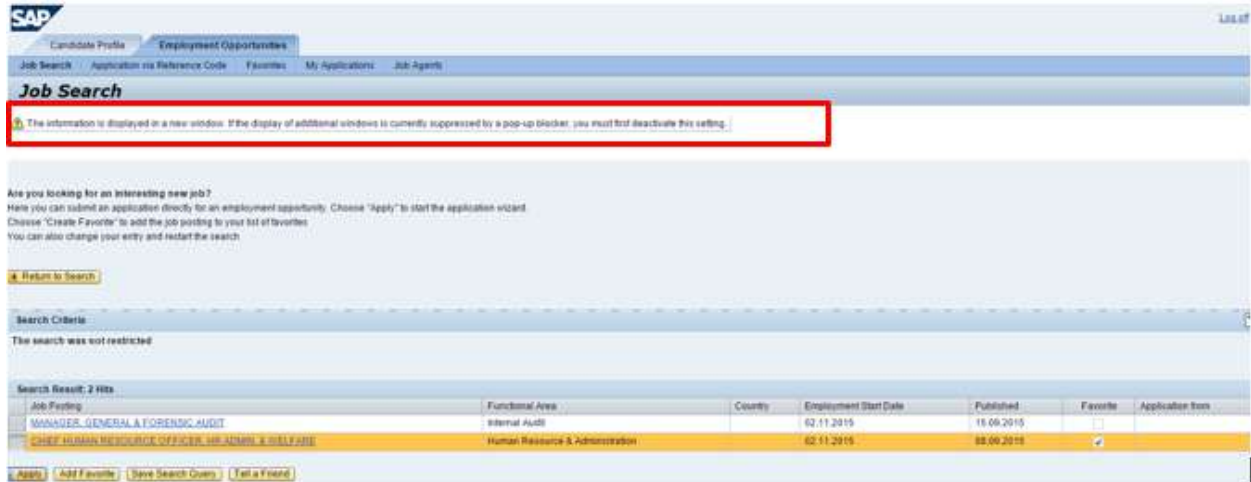


The screenshot shows the SAP 'My Profile' page with the 'Personal Data' form. The navigation bar is the same as in the previous screenshot. The progress bar shows step 1 as the active step. The form sections are: 'Form of Address', 'Permanent Residence', 'Temporary Residence', and 'Communication Data'. The 'Form of Address' section includes fields for Title, Name (First, Last), Gender, and Date of Birth. The 'Permanent Residence' section includes Street/House Number, Country, and Location. The 'Temporary Residence' section includes Street/House Number, Country, and Location. The 'Communication Data' section includes an E-Mail field.

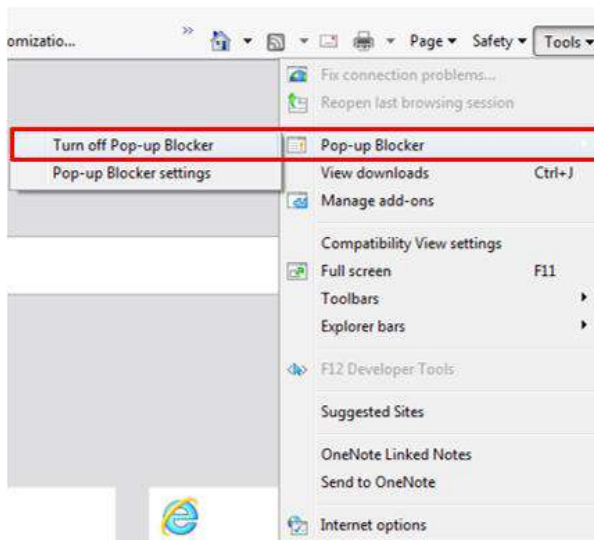
HOW TO APPLY FOR A JOB at KENYA POWER



IF you cannot access any of these screens above. Check to ensure that your browser POP UPS are enabled

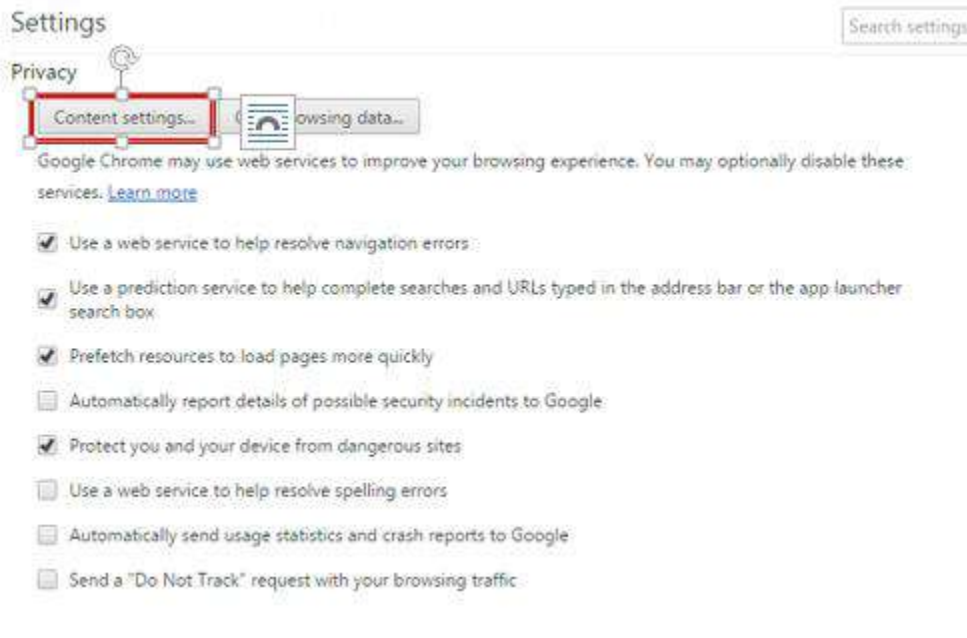
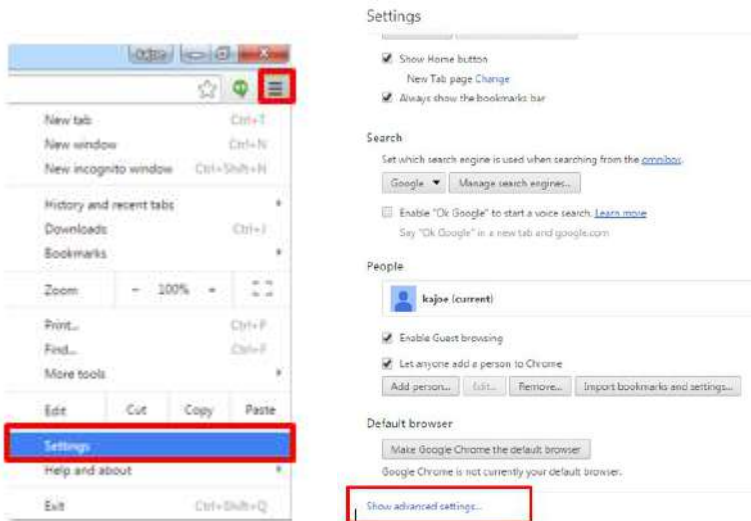


For Internet Explorer



HOW TO APPLY FOR A JOB at KENYA POWER

For Google Chrome



Content settings

Pop-ups

- Allow all sites to show pop-ups
- Do not allow any site to show pop-ups (recommended)

[Manage exceptions...](#)