

## **WIPO's New Online Recruitment Platform: Frequently Asked Questions**

WIPO introduced a new online recruitment platform in the beginning of April, in order to provide a more user-friendly experience for applicants to WIPO job vacancies.

**1. If I already created an account in the previous system, can I use the same credentials to access my new profile?**

*No, the two systems are separate and the username and passwords assigned are unique, therefore you will need to create a new profile with new login credentials.*

**2. Why wasn't my profile information from the old system migrated to the new system?**

*Profile information from our previous system was not migrated primarily in order to respect data privacy in the event that former applicants do not wish to be considered for jobs through our new system.*

**3. Can I still access the old system in order to retrieve my old online profile and check on the status of my ongoing applications?**

*Yes, you will be able to access your old online profile and monitor the status of applications submitted through the former system until June 30, 2016. You can also download your online profile from the old system as a PDF should you wish to save it for reference, or to copy information into your new profile*

**4. How can I transfer my information from the old into the new system?**

*There are two ways to transfer information into the new system: 1) by using the "resume parsing" button, available in the new system (the parsing button transfers information uploaded from a CV, LinkedIn or other online profile to the new system,; 2) by copy-pasting the details from your old profile into the new system.*

**5. If I recently applied to a vacancy announcement in the old system, do I need to resubmit my application?**

*No, vacancies published through the old system will be processed separately, and those published after April 5, 2016 will be processed through the new system.*

**6. I subscribed to receive email notifications of new vacancy announcements at WIPO. Do I need to re-subscribe in the new system in order to continue receiving notifications?**

*Yes, please [re-subscribe](#).*

**7. How will my personal data be used by WIPO?**

*Your information will remain active for two years from any update or application, except if you decide to remove it on your own accord.*