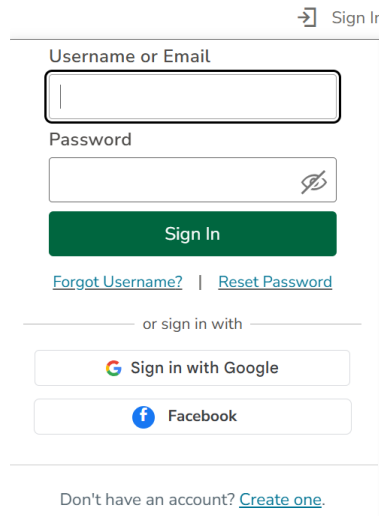


## How to Create an Account to Apply for VCC Jobs

1. Visit <https://gjobs.neogov.ca/careers/vcc> or <https://gjobs.neogov.ca/careers/vcc/transferjobs> (our internal job page).
2. Click “Sign In”.

 Sign In

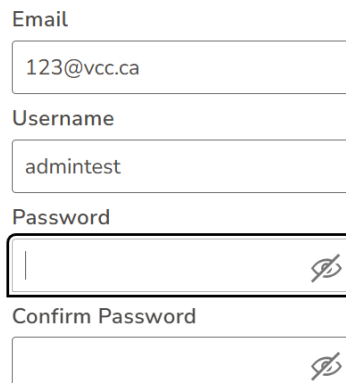
3. You can create an account by using Google, Facebook, or through manual sign up.



The screenshot shows a sign-in form with the following elements:

- A "Sign In" button icon at the top right.
- A "Username or Email" input field.
- A "Password" input field with a visibility toggle icon.
- A green "Sign In" button.
- Links for "Forgot Username?" and "Reset Password".
- A separator line with "or sign in with" text.
- "Sign in with Google" and "Facebook" buttons.
- A link at the bottom: "Don't have an account? [Create one.](#)"

4. If you are creating an account manually, the system will ask for you to add an email, username, and password. You can use your VCC email if you prefer to receive notifications through there.



The form for manual account creation includes the following fields:

- "Email" field containing "123@vcc.ca".
- "Username" field containing "admintest".
- "Password" field with a visibility toggle icon.
- "Confirm Password" field with a visibility toggle icon.

**5. The system will ask you to confirm the account creation with your email before completing sign up.**

Confirm your email

We've sent a confirmation link to c\*\*\*\*s@vcc.ca. [Edit Email](#)

Click on the confirmation link in the email to complete your sign up. The link will expire after 60 minutes.

Didn't get the email? [Resend it](#)

**6. Confirm the account creation in your email.**

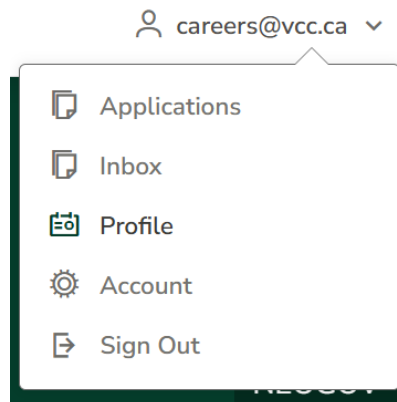
Hi [careers@vcc.ca](mailto:careers@vcc.ca),

Please click on the following button to verify your email address.



**7. Your account is now created!**

**8. After logging in, you can click on your name in the corner to check out your applications, inbox, profile to add or change your information, or edit your account settings.**



If you have any questions, please contact [careers@vcc.ca](mailto:careers@vcc.ca)