

# BROCHURE 04



**01** | TIPS TO UPLOAD  
DOCUMENTS/  
IMAGES

**02** | ICON INDICATORS  
IN PSCR 2.0

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**UPLOADING TIPS  
&  
ICON INDICATORS**

**BROCHURE 04**

[www.recruitment.gov.bn](http://www.recruitment.gov.bn)

## TIPS TO UPLOAD DOCUMENTS/IMAGES

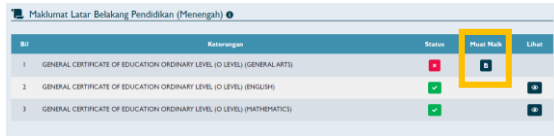
Kindly ensure the following requirements are satisfied before proceeding to upload the documents/images.

Document/image size should not be more than 3MB.

- **Documents** are in **PDF** format.
- **Images** are in **PNG / JPEG** format.

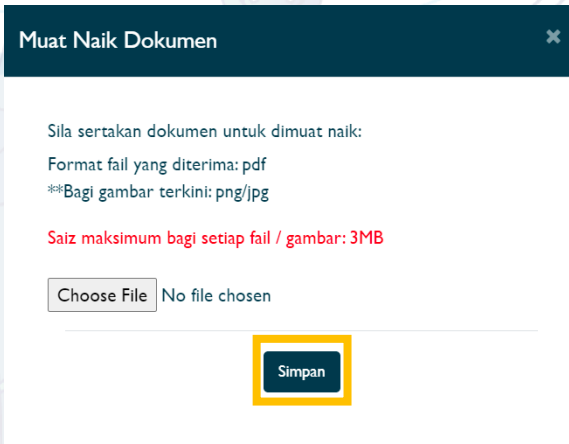
File name must not include symbols such as [#@\$!]).

### 1. Click “Muat Naik” to upload



Id	Keterangan	Status	Muat Naik	Lihat
1	GENERAL CERTIFICATE OF EDUCATION ORDINARY LEVEL (O LEVEL) (GENERAL ARTS)	✓		
2	GENERAL CERTIFICATE OF EDUCATION ORDINARY LEVEL (O LEVEL) (ENGLISH)	✓		
3	GENERAL CERTIFICATE OF EDUCATION ORDINARY LEVEL (O LEVEL) (MATHEMATICS)	✓		

### 2. Click “Choose File” and choose the document/image from user’s device and click “Simpan” to save



Muat Naik Dokumen

Sila sertakan dokumen untuk dimuat naik:  
Format fail yang diterima: pdf  
\*\*Bagi gambar terkini: png/jpg

Saiz maksimum bagi setiap fail / gambar: 3MB

Choose File No file chosen

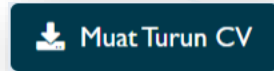
## ICON INDICATOR IN PSCR 2.0



To add information/data.



To save updated information. Please be sure to click save before proceeding to the next section.



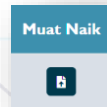
To download user’s CV once the profile is complete.



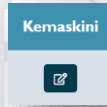
To view updated information.



To view the guide.



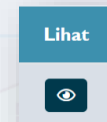
Upload button (in the Upload Section).



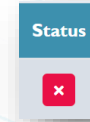
To update your latest document (in the Upload Section ).



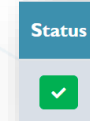
Mandatory field.



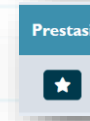
To view uploaded documents/images.



Document has not been uploaded.



Document is uploaded successfully.



To view and upload yearly appraisal (in the Work Experience section).



Dark/light mode



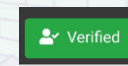
Red – 40% complete, profile is incomplete.



Yellow- 66% complete, profile is partially complete.



Green- 100% completed, you may now proceed to apply for any job vacancies posted.



The user’s profile will be marked “Verified” if the user’s information has been reviewed during the interview.