

How to update your profile, set up and manage job alerts, manage applications

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Updating Applicant Profile

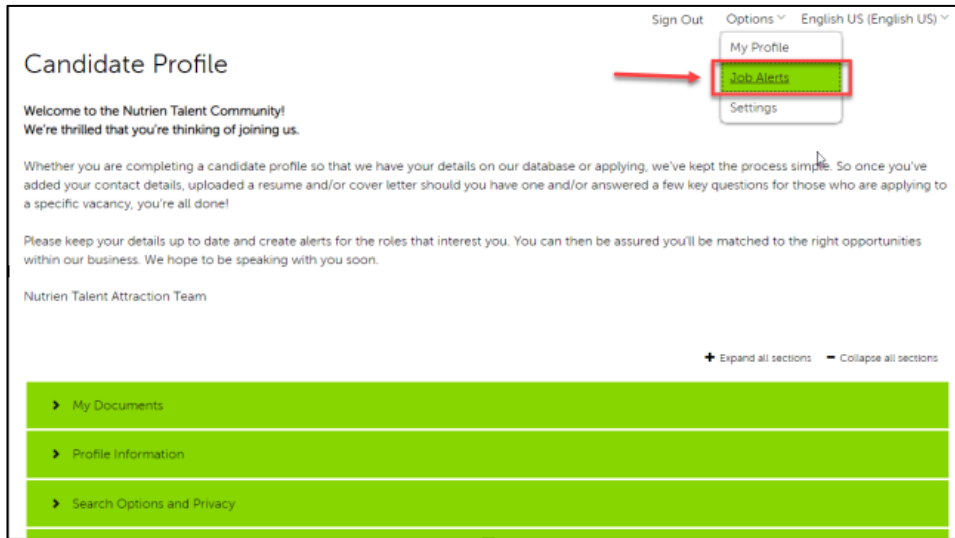
1. Log in to your applicant account.

2. You will be directed to your candidate profile. Review and update sections as required. Once complete, click **SAVE**.

An application confirmation message will appear. Your profile has been updated.

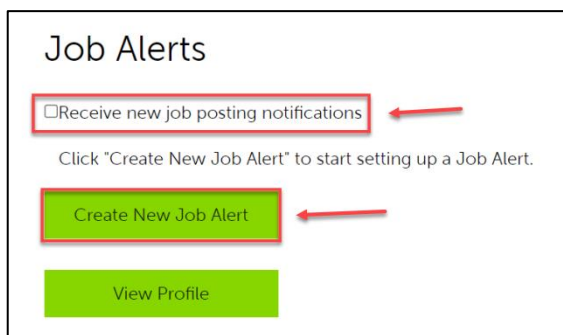
Setting up a Job Alert

1. Navigate to: **CANDIDATE PROFILE → OPTIONS → JOB ALERTS**

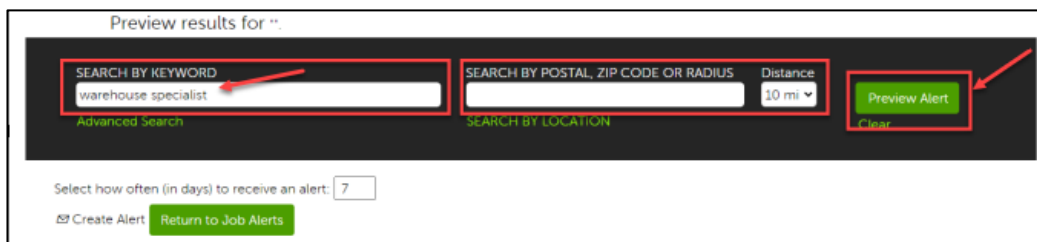


2. Once on the **JOB ALERTS** page:

- To receive alerts for all new job postings, select **RECEIVE NEW JOB POSTING NOTIFICATIONS**.
- To set specific job alerts, select **CREATE NEW JOB ALERT** and move to the next step.



3. Search for a job alert by **KEYWORD, JOB TITLE, or LOCATION**. Select **PREVIEW ALERT**.



- Once **PREVIEW ALERT** is selected, applicants will be shown examples of the jobs that they will be alerted to. Select **CREATE ALERT** to complete the set up.

Preview results for "warehouse specialist"

SEARCH BY KEYWORD

[Advanced Search](#)

SEARCH BY POSTAL, ZIP CODE OR RADIUS

SEARCH BY LOCATION

Distance

Clear

Preview Alert

Select how often (in days) to receive an alert:

Create Alert
Return to Job Alerts

Results 1 – 20 of 21

Title	Location	Department
<input type="text" value="Title"/>	<input type="text" value="Location"/>	<input type="text" value="Department"/>
		Filter Reset
Warehouse Specialist	Mulberry, FL, US, 33860	Supply Chain & Procurement
Warehouse Specialist	Mulberry, FL, US, 33860	
Warehouse Manager	Headland, AL, US, 36345	Agriculture

Job alert is created.

Managing Job Alerts

- To view existing alerts, navigate to: **APPLICANT PROFILE → OPTIONS → JOB ALERTS**

Sign Out
Options ▾
English US (English US) ▾

Candidate Profile

Welcome to the Nutrien Talent Community!
We're thrilled that you're thinking of joining us.

Whether you are completing a candidate profile so that we have your details on our database or applying, we've kept the process simple. So once you've added your contact details, uploaded a resume and/or cover letter should you have one and/or answered a few key questions for those who are applying to a specific vacancy, you're all done!

Please keep your details up to date and create alerts for the roles that interest you. You can then be assured you'll be matched to the right opportunities within our business. We hope to be speaking with you soon.

Nutrien Talent Attraction Team

+ Expand all sections - Collapse all sections

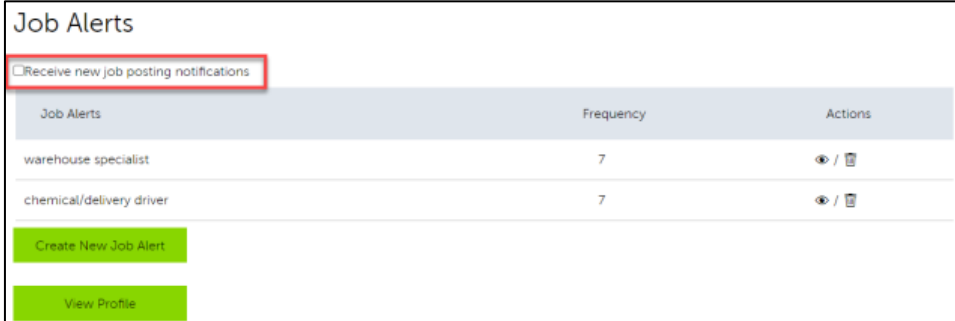
- ▶ My Documents
- ▶ Profile Information
- ▶ Search Options and Privacy

My Profile

Job Alerts

Settings

2. To change the settings to receive job alerts for all new job postings, select **RECEIVE NEW JOB POSTING NOTIFICATIONS**.



Job Alerts

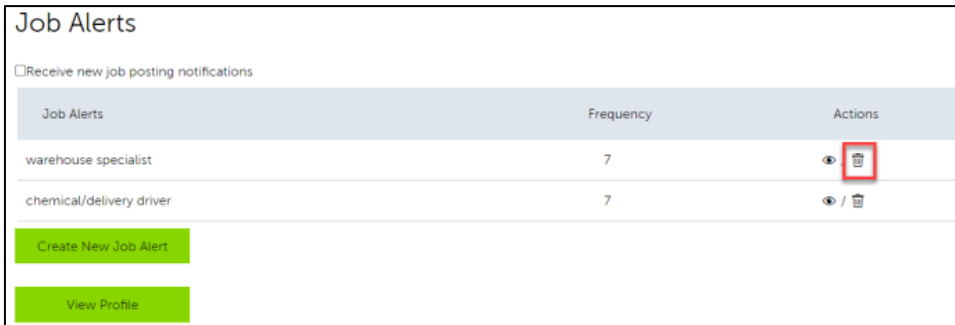
Receive new job posting notifications

Job Alerts	Frequency	Actions
warehouse specialist	7	👁 / 🗑
chemical/delivery driver	7	👁 / 🗑

Create New Job Alert

View Profile

3. To delete existing job alerts, click the **TRASH CAN** icon.



Job Alerts

Receive new job posting notifications

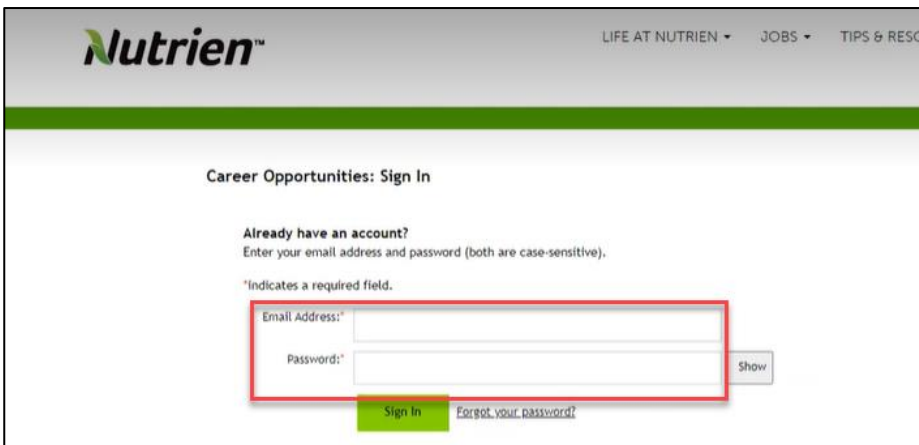
Job Alerts	Frequency	Actions
warehouse specialist	7	👁 / 🗑
chemical/delivery driver	7	👁 / 🗑

Create New Job Alert

View Profile

Managing Job Applications

1. Log in to your applicant account.



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Career Opportunities: Sign In

Already have an account?
Enter your email address and password (both are case-sensitive).

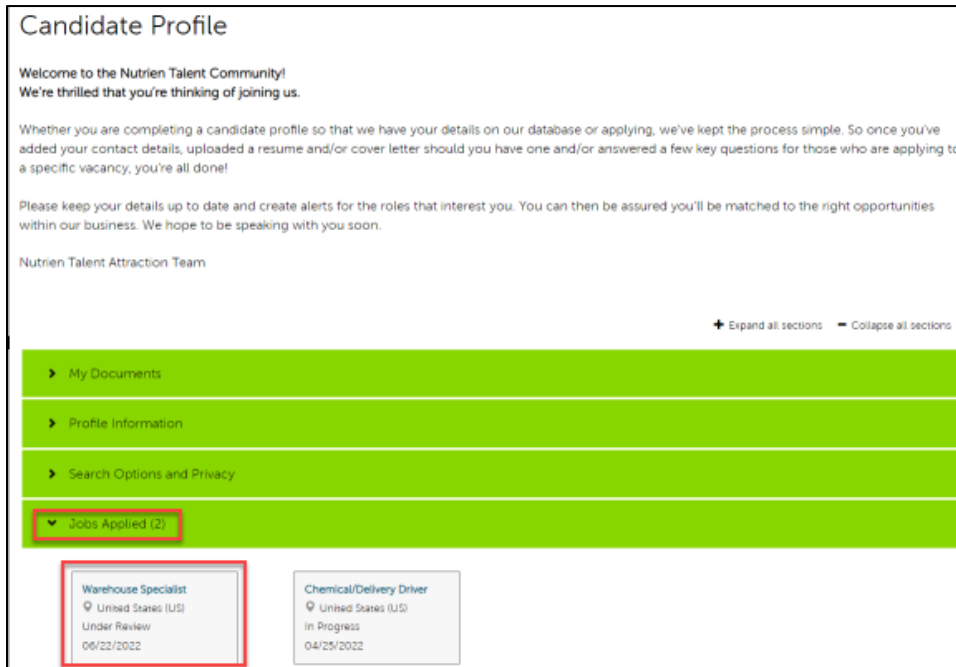
*Indicates a required field.

Email Address:

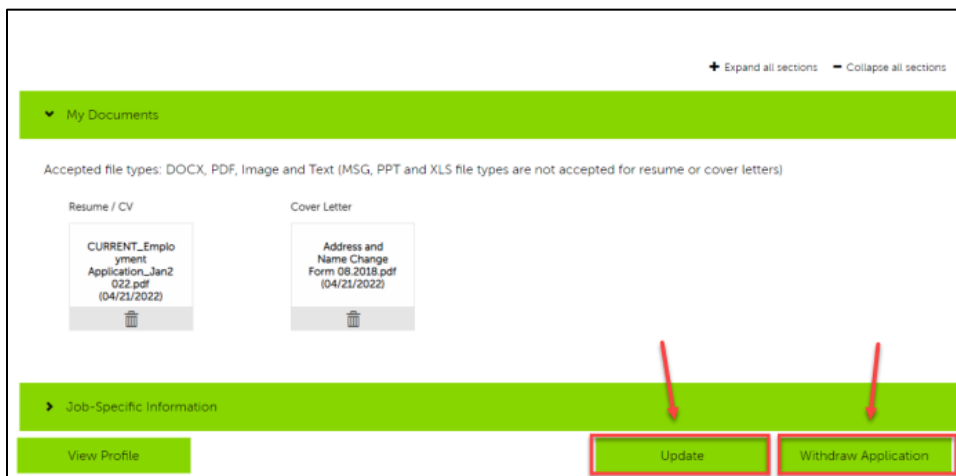
Password: Show

Sign In [Forgot your password?](#)

2. Navigate to: **APPLICANT PROFILE** → **OPTIONS** → **JOBS APPLIED**



3. Click on **UPDATE** or **WITHDRAW APPLICATION** from this page.



The application has been adjusted or withdrawn.