



Joblinks

"We don't hire résumés, we hire people"

2026

User guide – Candidates

Mobile app · Smartphone

100 % free for candidates

Apple Store and Google Play

Available on Apple Store and Google Play





Welcome to the **Joblinks** community

A human, modern platform that values soft skills and makes the job search simpler.

- Show who you are, beyond the résumé: your personality and your soft skills count.
- Introduce yourself with photos and video to stand out with companies.
- Talk directly with recruiters, with no middleman.
- Follow the progress of your applications in real time.

The app is entirely free for candidates.

This guide walks you through, step by step:



Create your account and get started with the app



Complete your profile: presentation, résumé, portfolio, photos and videos



Post content to gain visibility (and turn on SOS Emploi)



Search for a job in the feed, in video and on the MAP



Apply and track your applications



Communicate by chat and video call



Like, save and follow companies

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SECTION 1

Getting started with Joblinks

Here are the steps to get off to a good start with the Joblinks app.

**Step 1 — Download the app**

- Download Joblinks from the Apple Store (iPhone, iPad)
- or from Google Play (Android)
- The app is free for candidates

**Step 2 — Create your account**

- Choose: "I am a candidate"
- Enter your email address (it will receive the app's notifications)
- Choose a password, then confirm it

**Step 3 — Access your space**

- Once your account is created, you are taken to the Candidate space
- Then complete your profile, step by step
- You reach the home feed: job offers from companies



TIP Turn on notifications: you will be informed as soon as a company takes an interest in your profile or replies to your application.

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SECTION 2 · STEP 1

Building your profile – Personal information

A complete profile builds trust and draws more attention from companies.

Fill in the following fields (fields marked with the red bubble are required):



First and last name



Address or city



Email address



Phone number



Position or field of work sought



Job type (full-time, part-time, seasonal, student, internship)



Schedule and availability



Languages spoken and written

**TIP** Your availability and the type of job you are looking for are key criteria: the more precise they are, the better the match with the offers.

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SECTION 2 · STEP 2

Building your profile – Your presentation

This section lets companies discover who you are. Be authentic!

**Tell us a bit of your story**

Introduce yourself clearly, humanly and concisely: who you are, what you are passionate about, what motivates you.

**Put your soft skills forward**

Your human qualities count as much as your technical skills: teamwork, reliability, resourcefulness, positive attitude.

**Tell us what you are looking for**

Specify the type of job you want (job, internship, part-time, etc.): Joblinks then suggests relevant offers.

**Invite your network**

Share the app with the people around you to grow the Joblinks community.



TEXT EDITOR In the writing fields, a text editor lets you format your content (headings, lists, highlighting) for a clear and appealing presentation.

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SECTION 2 · STEP 3

Building your profile – Résumé, experience and portfolio

Add the items that support your application: companies consult them from your profile.

**Your résumé**

- Upload your résumé directly in your profile
- PDF format recommended, up to date and easy to read
- The résumé completes your profile: it stays visible to companies reviewing your application

**Experience and training**

- Add your work experience (position, company, duration)
- List your training, diplomas, cards and certifications
- Even without much experience, your involvements and projects count!

**Portfolio**

- Showcase your work: photos of projects, jobs, creations
- Ideal for manual, creative and technical trades
- A visual portfolio is worth a thousand words to a recruiter



TIP Keep your résumé and experience up to date: an active, complete profile stands out more in company searches.

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SECTION 2 · STEP 4

Building your profile – Photos and videos

Your visual identity: show yourself and stand out with companies.

**Profile photo**

- A clear, recent photo of you
- Good resolution, round or square format
- A smiling face inspires trust

**Images**

- Photos that represent you well: at work, in your projects, your activities
- Show your personality and your world

**Presentation video**

- Short video: introduce yourself in 30 to 60 seconds
- Vertical format (mobile)
- Simple message: who you are, what you are looking for, your availability



TIP Video is your best asset on Joblinks: companies discover your soft skills even before the interview.

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SECTION 3

Create your posts · SOS Emploi

Post content to gain visibility with companies.

Tap the + icon to create a post. Show who you are and what you are looking for (job, internship, schedule, etc.).

**Your posts**

- Image + text post: visible in the companies' home feed
- Short video: visible in the video feed
- Your profile also appears on the MAP, near your location
- Companies can like, comment, save your post and send you an offer of interest

**SOS Emploi**

- Looking for a job urgently and available right now? Turn on SOS Emploi
- Your profile is shown with a red outline, easy for companies to spot
- Companies can filter their search to see only SOS candidates



TIP Post regularly: every new post increases your visibility and your chances of being spotted.

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SECTION 4

Searching for a job

Explore the companies' job offers, in images, in video and on the map.

**Home feed**

- Companies' job offers and posts (image + text)
- Discover their culture, their teams and their benefits
- Tap a company's profile photo to see its full profile

**Video feed**

- Short videos presenting the positions and the workplaces
- A swipe to the left shows the company profile

**MAP**

- See the companies hiring around you
- Tap a pin to see the company's offers
- Ideal for finding a job close to home



FILTERS Use the filters (position, job type, schedule) to refine your search and quickly find the offers that fit you.



ON AN OFFER You can like, save, comment and share the post — or apply directly.

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SECTION 5

Applying and tracking your applications

Apply in a few taps and follow your file's progress in real time.

**1. Apply**

From a job offer, tap "Apply". Your profile, your résumé and your videos are sent to the company.

**2. Answer the questionnaire**

Some offers include a short pre-qualification questionnaire (availability, licence, language, etc.). Answer it carefully: it helps the company prioritize your application.

**3. Track your application**

You receive a notification at every step of your file. As soon as a company reviews your application, the chat opens automatically so you can talk with them.

Your application statuses:**New application****Under review****Hired****Declined**

TIP A company can also send you a spontaneous offer of interest: check it in your notifications and reply quickly.

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SECTION 6

Communicating and connecting

Talk and interact directly with the companies, with no middleman.

**Chat messaging**

- As soon as a company reviews your application, the chat opens automatically
- Find all your conversations in the Messages menu (message icon)
- Write, send voice messages (microphone) and attachments (paper clip)

**Video call**

- From the chat space, tap the video icon to start a call
- Companies can offer you an interview by video call directly in the app
- Ideal for a first remote interview, with no travel



TIP Reply quickly to companies' messages: responsiveness often makes the difference between two applications.

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SECTION 7

Like, save and follow

Don't lose track of your favourite companies and offers.

**Like**

- Show your interest in a company's offer or post
- It is added to your "Liked" tab so you can find it easily
- It is also a positive signal sent to the company

**Save**

- Keep the offers that interest you close at hand, even if you are not ready to apply
- Find them in your "Saved" page
- Ideal for planning your next steps

**Follow a company**

- Tap "Follow" on the profile of a company that interests you
- Get a notification as soon as it posts a new offer or new content
- Stay on the lookout for opportunities at your dream employers



TIP Following a company means keeping in touch with an employer you like, even with no open position right now.

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SECTION 8

Best practices and support

Maximize your chances of landing the job that fits you.

**Best practices**

- Complete your profile 100 %: photo, presentation, résumé and video
- Introduce yourself on video: it is what sets you apart the most
- Be clear about your availability and the type of job you want
- Use a human, authentic tone: soft skills count
- Reply quickly to messages and offers of interest
- Post regularly and turn on SOS Emploi if your search is urgent

**Support and guidance**

The Joblinks team supports you in building your profile, recording your presentation video or with any question about the app.

The Joblinks team

Customer Service
info@joblinks.app



TIP Happy job hunting! The **Joblinks** community is here to connect your talent with the right companies.