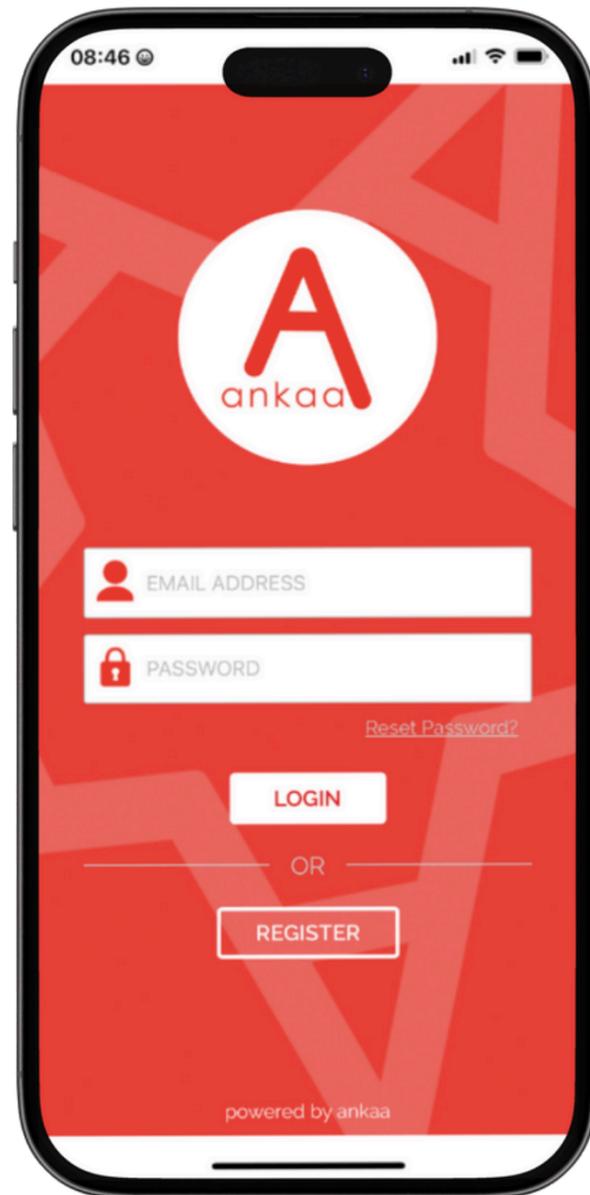




THE ULTIMATE SEAFARER'S HUB QUICK START GUIDE



THE NEW APP



THE UPGRADED ANKAA APP IS HERE!

Please note that you will no longer be able to use the old Ankaa Recruiter app, but don't worry – your profile is safe, you just need to download the new app. and we'll transfer your data. Your feedback has been instrumental in shaping this new and improved version, designed to make managing your Ankaa accounts more efficient.

SWITCH TO THE NEW APP IN 3 EASY STEPS

1. **DOWNLOAD** – The new Ankaa App is now available for download from your preferred app store. Simply uninstall the old app, and download the new one.
2. **LOG IN** with your existing log in credentials, follow the prompts and we will do the rest. All your information will be seamlessly transferred to the new platform.
3. **EXPLORE** the new app! We have some new features for you to use.

DOWNLOAD THE APP TODAY



THE HOME SCREEN

The homescreen gives you a quick view of all areas in the app. Toggle between companies using the button in the top left hand corner.



PROFILE

Your Personal Details

Please add all your details in here - the section header will change from red to blue to indicate it is complete. Any profile sections that remain red mean that there is still some information required. Please remember to save when you are finished.

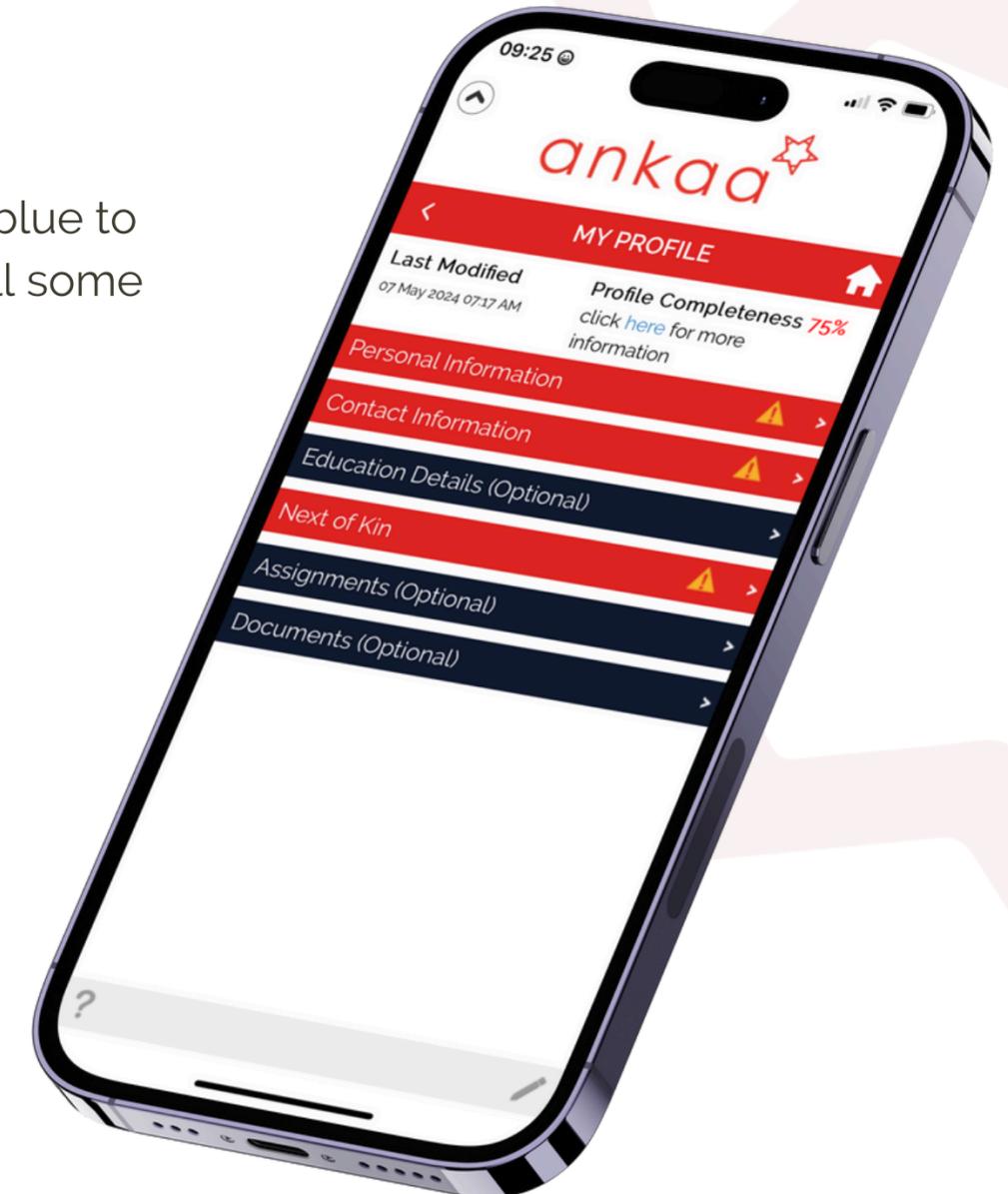
Please include a photo to help us recognise you!



DOCUMENTS

Add your certificates, medical, travel documents etc. Attach an image or document upload so the recruitment team can verify your documents quickly.

To apply for jobs your profile must be able to meet the minimum certification requirements. Add all your documents, not just the ones you think are essential!



THE HOME SCREEN



ASSIGNMENTS

Add your sea service history. We are keen to see the **Description** on each trip: cargo, trading areas, restricted horsepower, challenges and achievements, customer service specialty etc.

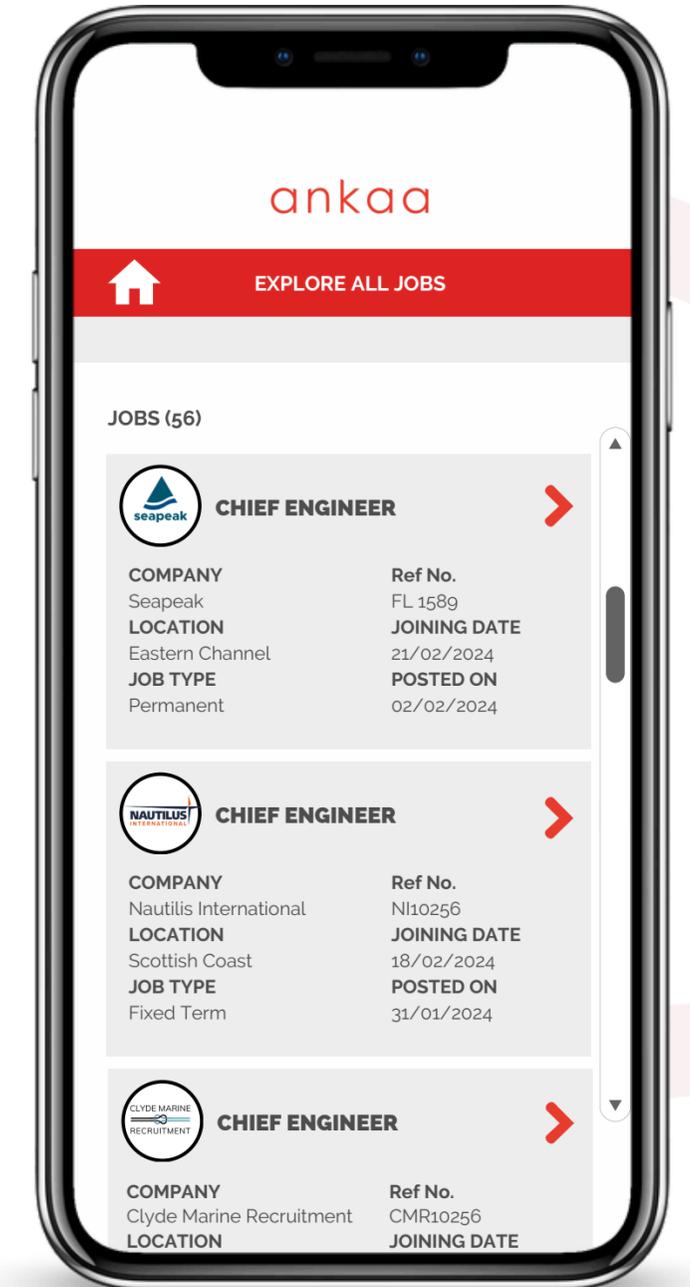
If your specific rank is not featured, please select the closest rank and add a note of your specialism in the description. When entering past temporary assignments, please put the ship owner as the employer, not the recruitment agency or offshore employer, as this will give a fuller understanding of your experience to prospective employers.



APPLY FOR JOBS

Search and apply for jobs - please note that some jobs will have minimum application criteria which your profile must meet to apply - so make sure your documents, details and assignments reflect your qualifications and experience!

Check your previous applications in **My Application History**

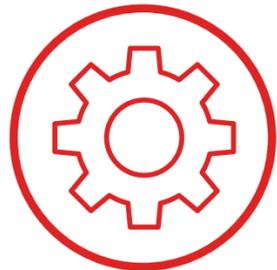


THE HOME SCREEN



ALERTS

View which documents are expiring soon, and which training courses you need to book.



SETTINGS

- Set time zone and location
- Change password
- Set up Google Authenticator for 2fa log in
- Account Deletion



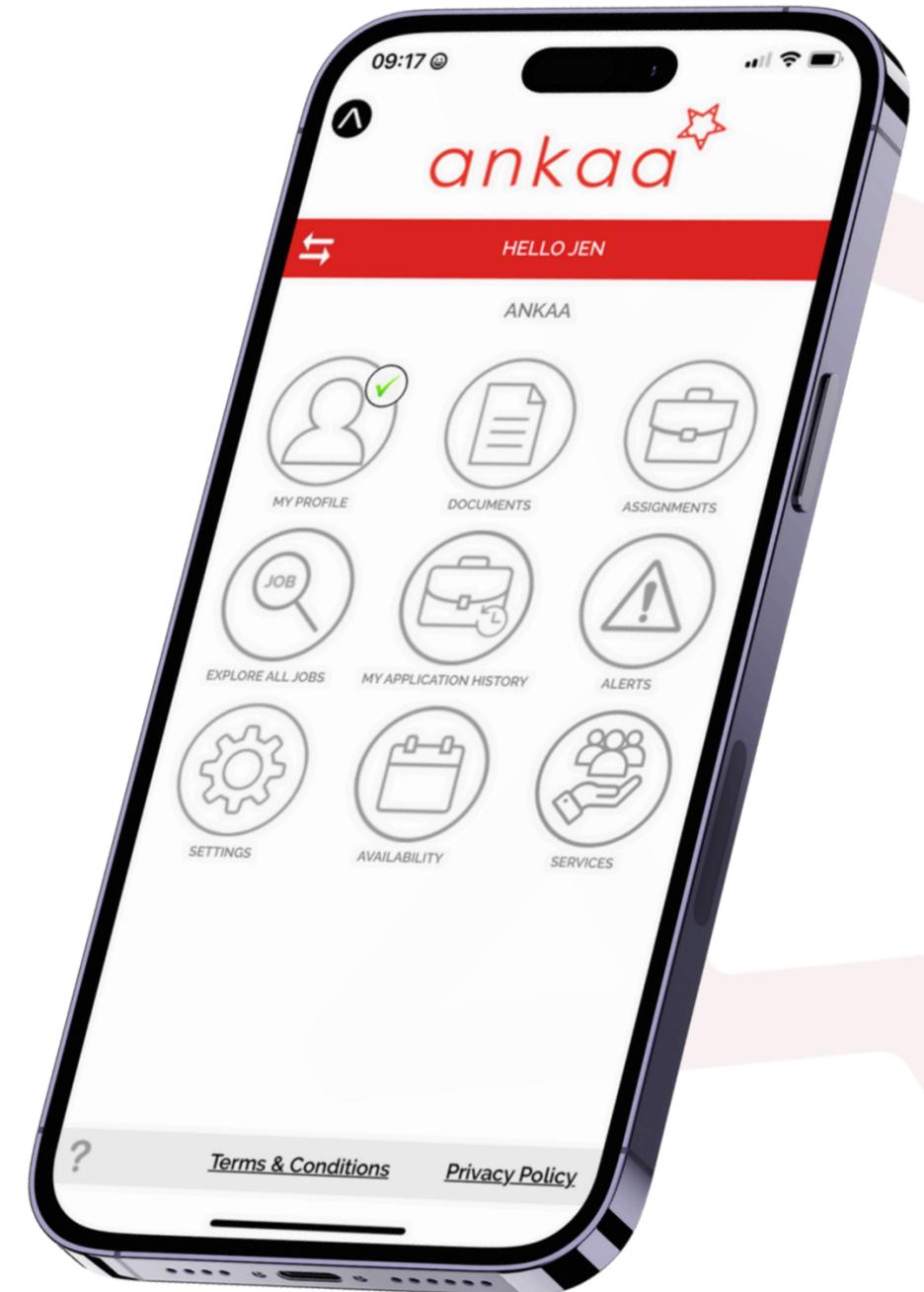
AVAILABILITY

Set your availability dates



SERVICES

View seafarer centers near you, choose from a selection of free health and wellbeing apps and find details for seafarer charities who provide various levels of support.



FOR SEAFARERS

SINGLE PROFILE LOG IN

Ankaa users create a single profile to access the features and resources. From the home screen, they can link to multiple companies.

ALREADY HAVE AN ACCOUNT?

If you are an existing user of Ankaa Recruiter then please download the new app, enter your current log in details and the system will move your profile to the new app.



FOR SEAFARERS

TOGGLE BETWEEN COMPANIES

Users can seamlessly switch between companies using the toggle feature.

Enabling users to interact with multiple companies from one app, simply accept individual company Data Privacy policies to interact with company specific features, view and apply for jobs and view your application history.

You do not need a corporate code for each company any more!



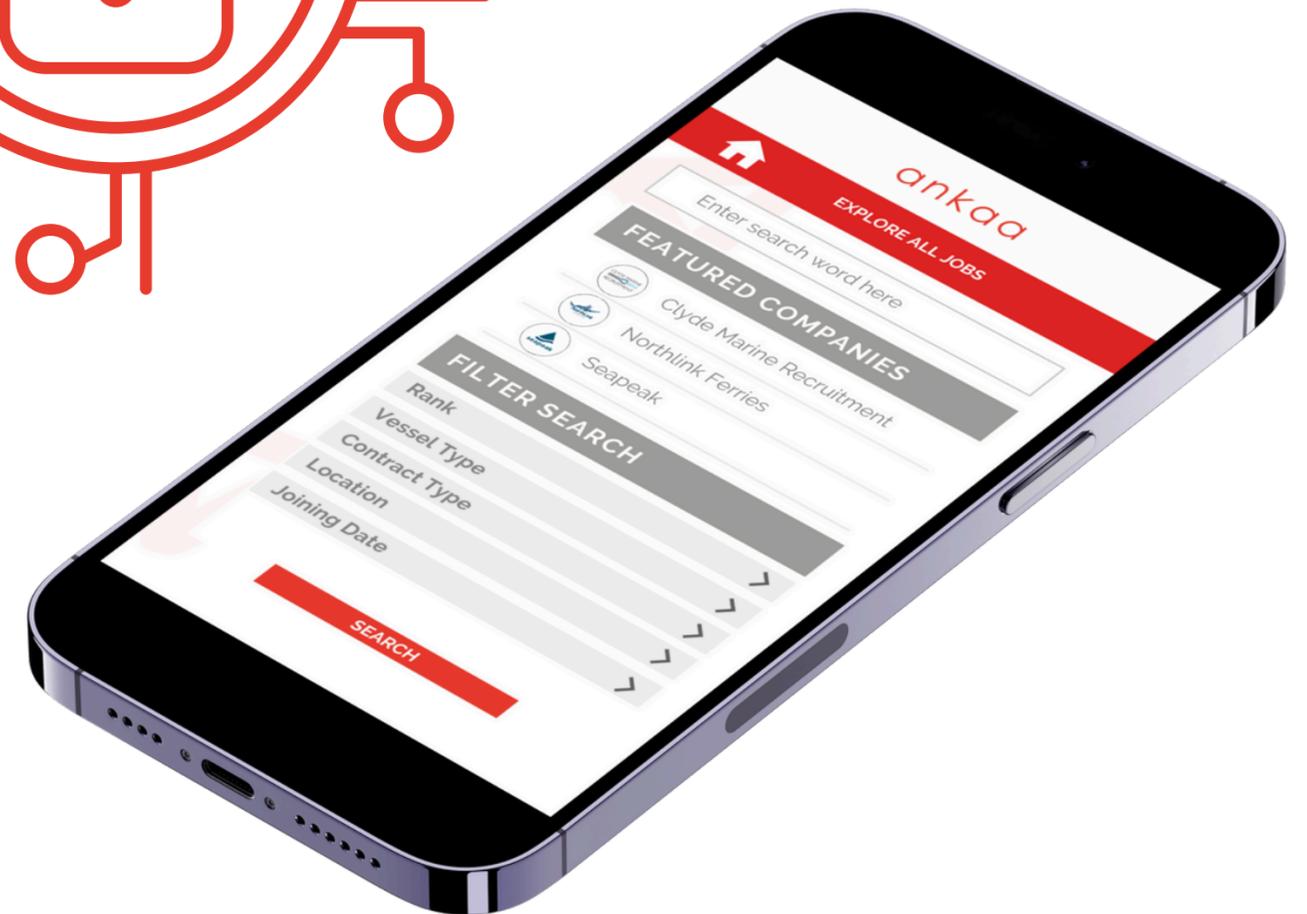
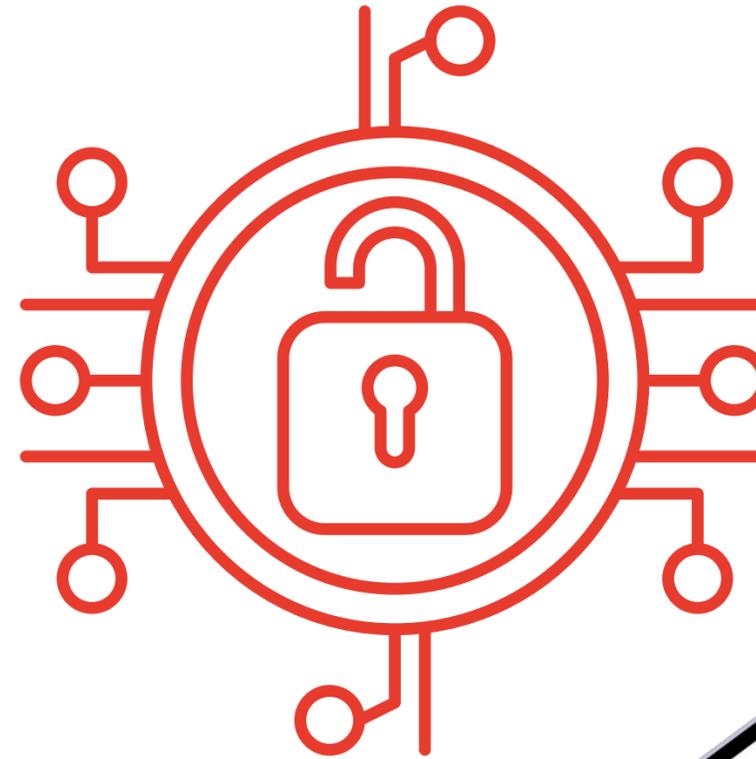
FOR SEAFARERS

SECURE DOCUMENT STORAGE

Safely store and manage important documents, set expiry alerts and apply for jobs. In the coming months we have even more features to release!

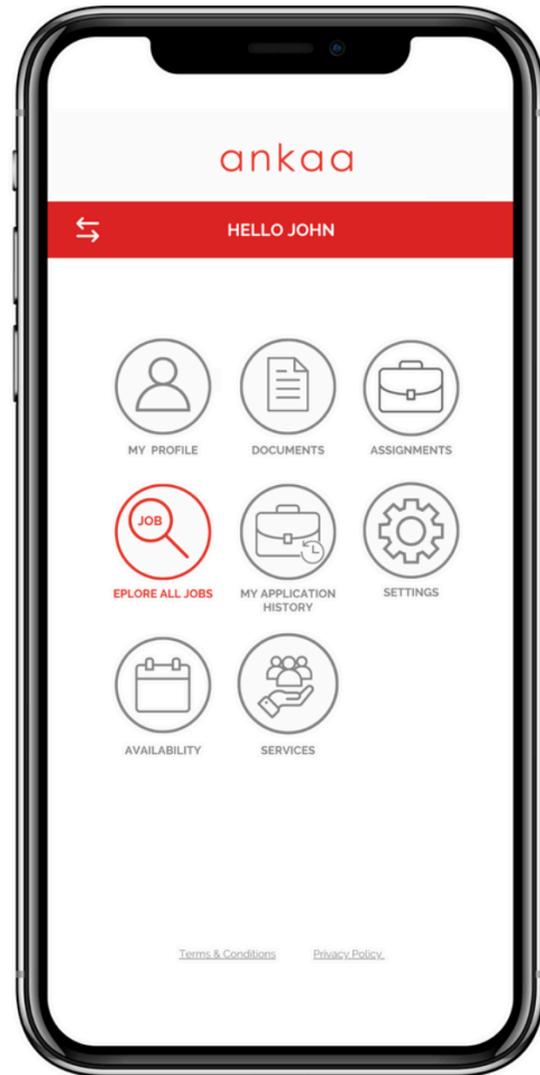
ACCESS TO SERVICES

Explore a diverse range of services, from essential health and well-being resources to opportunities to give back to the community through charitable initiatives, with more offerings on the horizon.

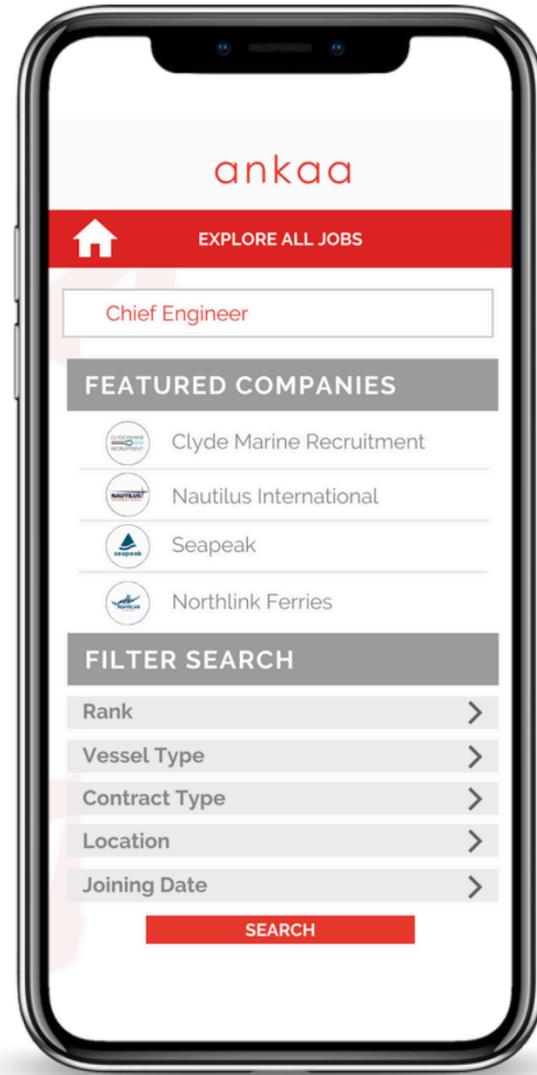


APPLY FOR JOBS

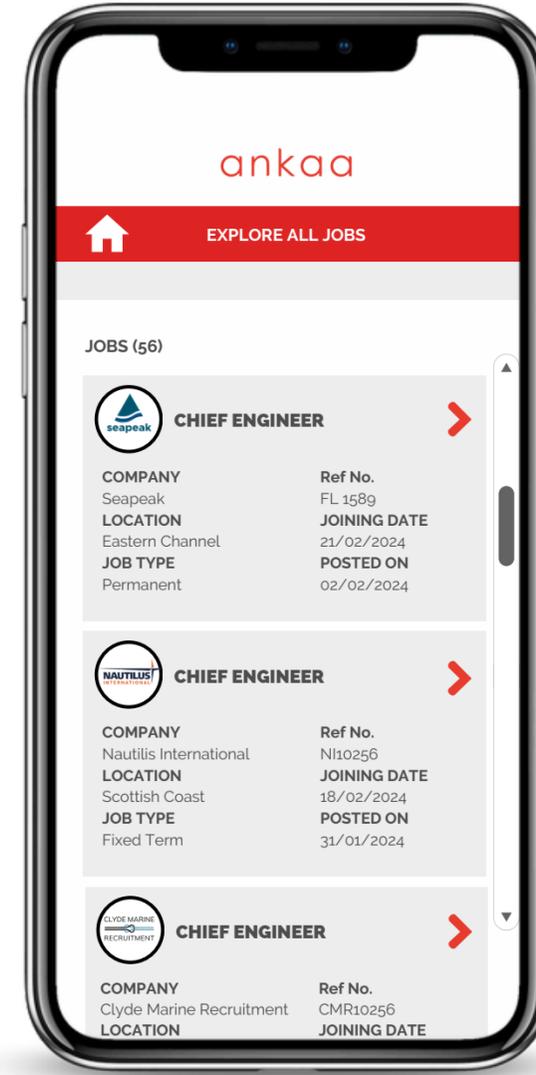
Via your Ankaa profile, users can view jobs from all companies, and can easily apply once they agree to company specific T's and C's.



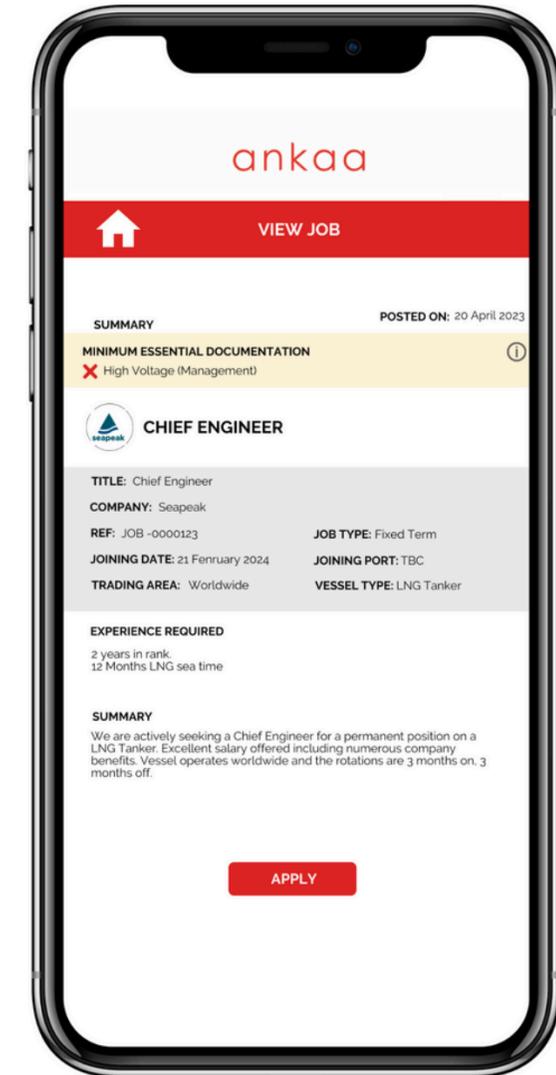
EXPLORE ALL JOBS



KEYWORD FILTER APPLIED



VIEW AVAILABLE JOBS



APPLY FOR SELECTED

COMPUTER LOG IN

REGISTER ONLINE

please use the following URL to register

<https://www.clyderecruit.com/register/>

SIGN IN ONLINE

Please follow this link to log in to your account online

<https://clyderecruit.ankaarecruiter.com/JobSeeker/>

