



Post a New Job Profile

Here you will be setting up details like:

- **Job Title**
- **Job Description**
- **Application deadline**
- **Required Skills**
- **Other Information**
- **Soft Skills**
- **Address / Location**

 Dashboard

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 Post a New Job

 Bright-Minded Soft

Skills Questionnaire



Job Description

Here should be included the main responsibilities that the Candidate should assume

Application deadline

A calendar will appear; you should choose the date until a Candidate may apply

Required skills

- You will find there **suggested skills**, but you can add your particular ones.
- It should be added the main technical skills that the Candidate should have, starting with those that must be at the maximum level and continuing with those that might be acceptable at a lower level.
- These skills are part of the matching process as keywords.

Other Information

IT Sector – means the main Domain of Activity

Job Type - full-time on-site **or** part-time on-site or full-time remote **or** part-time remote or project-based

Minimum Net Salary & Maximum Net Salary – useful within the matching process

Benefits & Other Benefits – that the Company offers – useful within the matching process

EU Citizenship & EU VISA Status – useful when searching candidates



Soft Skills

Preferred Soft Skills (choose 3)

Within the Drop-Down list, you will find the following 8 Soft Skills:

- | | |
|-----------------------------|--------------------------------|
| Communication | Coordinating |
| Creativity | Working Independently |
| Strategic Thinking/Analysis | Multitasking/Solution-Oriented |
| Working in a team | Attention to Details |

- Please read **all** the SOFT (behavioral) SKILLS from the drop-down list
 - Make a **hierarchy for the first 3 of them beginning with what is "critical" to performance**
- 1st is "critical" to performance up to 3th "useful" for getting the job done efficiently

- These are the main soft skills that a job includes in specific degrees accordingly with job's particularities
- Useful with the matching process, as each Candidate has to complete a similar form

CounterProductive Soft Skills (choose min. 1)

Communication, Creativity, Strategic Thinking/Analysis, Working in a team, Coordinating; Working Independently; Multitasking/Solution-Oriented, Attention to Details

- Please read **all** the SOFT (behavioral) SKILLS from the drop-down list.





- Make a hierarchy for the first 3 of them, beginning with what is the most “counterproductive” to performance. 1st is the “most counterproductive” to performance up to 3th “irrelevant” for getting the job done efficiently.

Make a hierarchy for the first 3 of CounterProductive Skills
Start with the most “counterproductive” to performance

Soft Skills

Preferred Soft Skills (choose 3) *

Working in a team × Creativity ×
Multitasking/Solution-Oriented ×

CounterProductive Skills (choose min. 1) *

Working Independently × Attention to Details ×

Creativity
Communication
Working in a team
Coordinating
Multitasking/Solution-Oriented
Strategic Thinking/Analysis

Address / Location

Address / Location

Where the job takes place if there is the case

Tick the box for accepting our [Terms and Conditions](#) and [Privacy Policy](#)

To finish press the **Post Job** button