



WORC

WORKFORCE OPPORTUNITIES & RESIDENCY CAYMAN
CAYMAN ISLANDS GOVERNMENT

JobsCayman

How to Search & Apply for Jobs

A QUICK GUIDE TO USING THE UPDATED ONLINE PORTAL

Welcome!

JobsCayman is the online portal where employers and job seekers meet for success. Job seekers can register to view and apply for available jobs or request assistance in finding employment. Employers can post job advertisements and review applicant details. Also, you can also receive Customer Care support by speaking with us through our Live Chat service, searching for answers in our knowledge base, or submit a question using the Mobile App. VISITE is here to provide support throughout every step of the process.



Login to JobsCayman

Username

Don't have a username? [Click Here](#)

Password

Forgot my password? [Click Here](#)

Login



To Search & Apply for Jobs

1. Log into the JobsCayman Portal.

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2. Select the 'JobSeeker' tab.



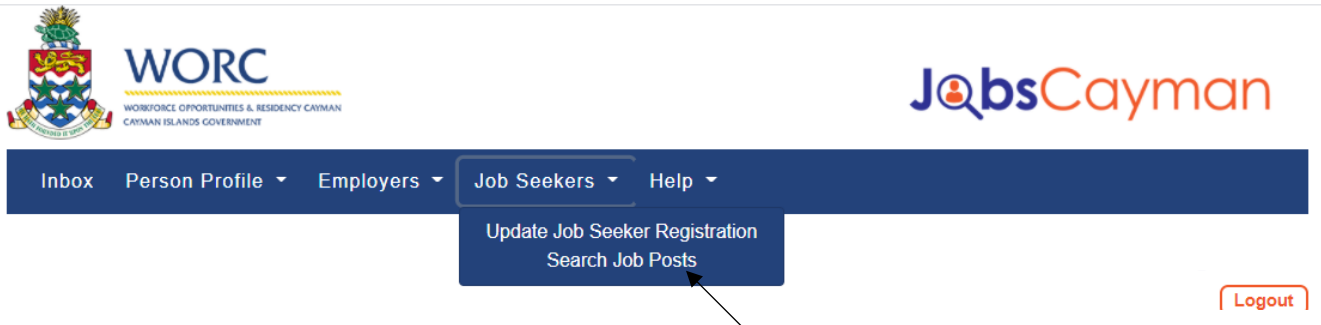
Inbox Person Profile ▾ Employers ▾ **Job Seekers ▾** Help ▾

Logout



To Search & Apply for Jobs

3. Select 'Search Job Posts' button.





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To Search & Apply for Jobs

4. Select 'All Occupations'.

The screenshot shows the WORC JobsCayman search interface. At the top, there are logos for WORC (Workforce Opportunities & Residency Cayman, Cayman Islands Government) and JobsCayman. Below the logos is a navigation bar with links for 'Inbox', 'Person Profile', 'Employers', 'Job Seekers', and 'Help'. A 'Logout' button is located in the top right corner. The main content area is titled 'Search Job Posts' and contains the following elements:

- A sub-header: "In this section you can search for all jobs or those in your industry field."
- Two tabs: "Search Jobs" (active) and "Submitted Applications".
- Search Criteria** section:
 - Radio button for "My Occupation(s)" (unselected).
 - Radio button for "All Occupations" (selected, with an arrow pointing to it).
- Four input fields:
 - Job Post Expiration Date(From)**: Input field containing "4-Jun-2021".
 - Job Post Expiration Date(To)**: Input field with placeholder "dd-mmm-yyyy".
 - Employer's Name**: Input field with placeholder "Enter Employer's Name".
 - Job ID**: Input field with placeholder "Enter Job ID".
- A "Search" button.
- A section for "Search Results" which is currently empty.



To Search & Apply for Jobs

5. Then Hit 'Search'.

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Inbox Person Profile ▾ Employers ▾ Job Seekers ▾ Help ▾

Logout

Search Job Posts

In this section you can search for all jobs or those in your industry field.

Search Jobs Submitted Applications

Search Criteria

My Occupation(s)
 All Occupations

Job Post Expiration Date(From) **Job Post Expiration Date(To)** **Employer's Name** **Job ID**

Search

Search Results



To Search & Apply for Jobs

6. Select a job post.

Job Post Expiration Date(From)

Job Post Expiration Date(To)

Employer's Name

Job ID

...

Search

Search Results

Show 10 entries

Job ID	Job Title
+ 4011	English Teacher
+ 4787	Mason Worker
+ 6871	Railings Installer and Fabricator
+ 7205	GARDENER
+ 8064	CLEANER
+ 8461	Financial Advisor
+ 9250	Chiropractic Doctor
+ 10393	Full Time Security Officer
+ 11811	Mason/Assistant Installer
+ 11631	Timeshare Sales Person

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To Search & Apply for Jobs

7. Read the Job Description.

Job Post Information	Required Documents	Questionnaire
Job Post		
Job Title: English Teacher	Job Description: Teach English Literature and composition to students in Grades 7 - 12. AP certified a plus. Teacher will also be responsible to help with Debating team	Job Location: Grand Cayman
End Date: 23-Jun-2023	Start Date: 03-Jun-2020	Occupation: Secondary education teachers
Work type: Full time		
Requirements		
Years of Working: 2 to 3 years	Qualifications: Bachelors of Education in English, Masters preferred.	Required education:
Focus of Study: English	Preferred Education: 02	
Salary		
Frequency of Payment: Per Year	Salary Currency: Cayman Dollar	Minimum Salary: 36500.0000
Maximum Salary: 44000.0000	Hours per Week: 39	



To Search & Apply for Jobs

8. Select the 'Required Documents' tab and upload any required documents.

Available Jobs Details

Job Post Information **Required Documents** Questionnaire

Show entries

File		Download
Cover Letter	<input type="button" value="Choose File"/> No file chosen	
Proof of Immigration Status	<input type="button" value="Choose File"/> No file chosen	
Proof of Valid Driver Licence	<input type="button" value="Choose File"/> No file chosen	
Resume / CV	<input type="button" value="Choose File"/> No file chosen	

Previous Next

Files Required

9. Select the 'Questionnaire' tab, fill out the Questionnaire.



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Job Post Information Required Documents **Questionnaire**

1. Explain how your education achievements and/or qualifications match the requirements of this role

Required Field

2. A. How does the number of years of experience that you have compare to the requirements of the role?

I Have The Same Number Of Years Of Experience

I Have Less Years Of Experience

I Have More Years Of Experience

I Dont Have Any Years Of Experience

B. Comment

Required Field

3. Describe the skills and experience and experience you posses which makes you suitable for this role

Required Field

4. Why are you applying for this job?

Required Field

5. Do you agree to release your personal information to the employer?

Yes

No

10. Hit 'Send', when completed.

Send