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## How to register in our Global Talent Pool

The registration process follows a few steps, all of which must be completed for your profile to be considered for assignments

After checking that you meet the minimum requirements, you are invited to register your profile in the UNV Global Talent Pool (see the link below). The registration process should take about 45 minutes. You can access your account at any time to add information and keep your profile up to date.

### [REGISTER NOW IN OUR GLOBAL TALENT POOL](#)

The **registration process** follows a few steps, all of which must be completed for your profile to be considered for assignments.

1. First, submit some basic information to create an account in the UNV Global Talent Pool. You will receive an automated message with a link to verify your email address and activate your account.
2. After successfully activating your account, you will receive a second message with a link to your profile. Click on the MY PROFILE link to enter your information regarding skills, educational qualifications and experience.
3. After completing all the required fields, click on the SUBMIT MY PROFILE tab.
4. You will receive an email confirming your successful registration. The email will include a registration number and other practical information for potential candidates.

Prior to registering we strongly recommend that you read the [Frequently Asked Questions](#) section on our website that provides detailed information on the registration process.

### A few points to note:

- You can create your profile in English, French or Spanish. However, be aware that profiles in French or Spanish will be considered primarily for our assignments in French- or Spanish-speaking countries. If you are fluent in English, we recommend that you fill out the profile in English.
- Bear in mind that the details provided in your profile are the only source of information for UNV when initially identifying suitable candidates for assignments. It is in your best interest to complete the PROFESSIONAL EXPERIENCE section as thoroughly as possible, including describing the main tasks and responsibilities of past work in a clear manner and making full use of the space available.

- Make sure you enter and save all relevant information in each section as you complete your profile.
- You may copy and paste information from your electronic CV, but you can neither upload nor send your CV by email.

You can update your UNV profile at any time by logging in to the [Volunteer Management Application Modules](#). You must access your profile at least once per year to keep it active.