



User Manual

Comprehensive Career Guidance Initiative
Platform
Skill Confidence Test



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Introduction

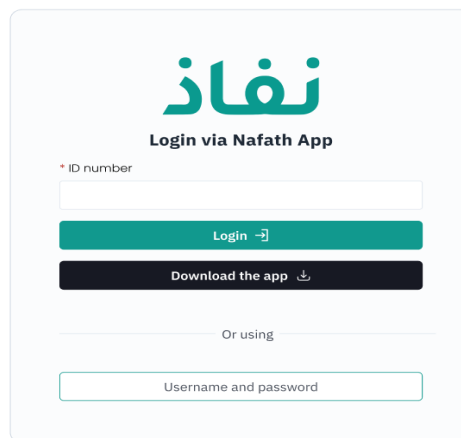
This smart tool helps you to showcase your professional abilities and experience in a professional manner that is compatible with the requirements of the labor market, enhancing your chances of being accepted into the job you aspire to.



Registration

**Comprehensive Career Guidance
Initiative Platform
Skill Confidence Test**

Login to the Comprehensive Career Guidance Initiative platform through Nafath



نفاذ

Login via Nafath App

* ID number

Login

Download the app

Or using

Username and password

- When selecting the "Access the Service" option, the beneficiary will be directed to register through Nafath in the unified platform of the Human Resources Development Fund, which is the official portal to benefit from the comprehensive career guidance platform.
- To complete the registration process, the beneficiary must log in using the unified NBK Access account, by entering the approved login details in the Absher system.

Start the Confidence Skill Scale Test

My skills

Careers

Learn

Jobs

Jobs

+ Add job experience
Paid work, internship

Education

+ Add education experience
Degrees, trainings, courses

Life experiences

Education and Caregiving 7

+ Add skills

After logging in through the **Nafath** Unified Access and entering the homepage, click on the Professions tab and choose the section you want to add skills to, including educational, life, professional or volunteer experiences, and click on the option to add more skills.

Start the Confidence Skill Scale Test

Added skills 3

behavioral problems, functional disabilities, social stresses, mental disorders including depression, and anxiety disorders.

I don't have this skill

Customer service ✓

Processes and principles related to the customer, client, service user and to personal services; these may include procedures to evaluate customer's or service user's satisfaction.

How often did you use this skill?

Rarely Always

Corporate social responsibility ✓

The handling or managing of business processes in a responsible and ethical manner considering the economic responsibility towards shareholders as equally important as the responsibility towards environmental and social stakeholders.

How often did you use this skill?

Rarely Always

None of the above

+ Add skills (2)

After selecting the section, click on the plus sign next to each skill you want to add and determine the extent to which you use each skill on the available scale and your confidence in the skill from 5 points between always and rarely after that click on Add Skill

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HUMAN RESOURCES
DEVELOPMENT FUND

